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ABSTRACT

This illustrated manual and survey forms are designed to be used by organizations, hotel and restaurant associations, interested individuals and others as a guide for selecting accessible conference, meeting, and lodging facilities. The guidelines can also be used with existing facilities to identify specific modifications and accommodations. The guidelines distinguish between minimum considerations and preferred features based on the functional use of facilities and the needs and capabilities of people with disabilities. Most of the minimum or desired features are illustrated with drawings. Guidelines are given for the following facility components: parking/walkways, entrances, interior circulation, public rest rooms, meeting rooms/conference facilities, guest rooms, additional factors, and national conferences/multi-site meetings. Appended are a bibliography, design specifications, and the complete building access survey form for conference, meeting, and lodging facilities. (DB)

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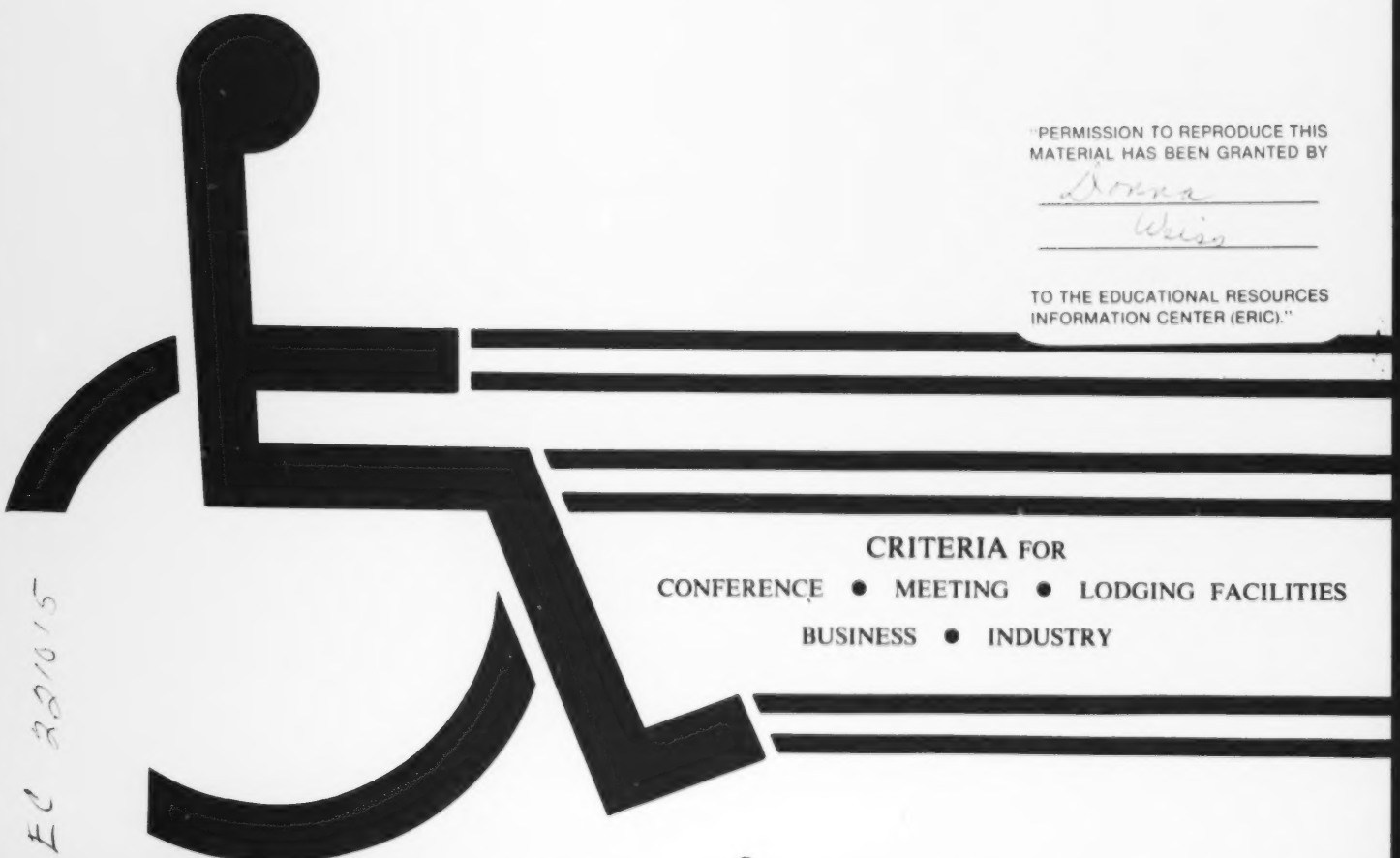
NATIONAL REHABILITATION ASSOCIATION

REVISED

MANUAL FOR

ACCESSIBILITY



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CRITERIA FOR

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Manual For Accessibility
Conference, Meeting, and
Lodging Facilities
As Adopted By The
National Rehabilitation Association

The National Rehabilitation Association adopted these criteria for use by the Association in selecting meeting sites and making meetings accessible to persons with disabilities. The Manual also serves as an orientation and training resource within the Association and for use with business and industry, especially hotels, convention centers and restaurants.

For additional information contact:
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Additional copies of the **Manual for Accessibility: Conference, Meeting, and Lodging Facilities** may be purchased through the NRA office.

No part of this document, other than the building access survey form, shall be reproduced without the expressed permission of the National Rehabilitation Association.

Revised in 1988

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introduction

The National Rehabilitation Association recognizes that the inability to participate due to inaccessible buildings represents a serious barrier to many of our citizens. A significant percentage of our population has difficulty accessing the environment due to temporary or permanent disabilities. Despite this significant number of individuals with disabilities, problems currently exist in our buildings which severely interfere with this integration.

In reviewing the issues and problems surrounding architectural accessibility and barrier free environments, it became apparent that the National Rehabilitation Association should work in conjunction with other organizations dealing with accessibility and to focus on one aspect of the issue of barrier free environments. With the mandate to hold meetings and conferences in accessible facilities, NRA decided to concentrate on the selection of accessible conference, meeting, and lodging facilities.

Initial work in this area revealed that there was considerable confusion on what "accessibility" actually was, therefore, primary efforts were directed toward developing a functional definition. With a general concept of accessibility as a base, minimum and preferred criteria were identified and clustered into functional areas. From this point, a survey form was developed that could be used to gather the necessary information and to determine the accessibility of a particular conference, meeting or lodging facility.

special note

The **Manual for Accessibility** was initially developed by the Accessibility Committee of the Wisconsin Rehabilitation Association. Considerable effort was contributed by many people and is representative of a sincere commitment to the accomodation of all individuals, regardless of their disability, into the mainstream of activities. The interest that the National Rehabilitation Association has in publishing and disseminating this manual further enhances this commitment and will enable many more people to utilize these materials.

Through the commitment and efforts of the National Rehabilitation Association, other professional associations and advocacy groups, we are moving much closer to the day where a barrier free environment will become a reality.

purpose

This illustrated manual and survey forms are designed to be used by organizations, hotel and restaurant associations, interested individuals and others as a guide for selecting accessible conference, meeting, and lodging facilities. In addition, these guidelines can be used to consult with existing facilities to identify specific modifications and accommodations.

The materials, illustrations, and information presented reflect current and proposed criteria on accessible buildings and barrier free design; however, they are not intended to be a comprehensive standard on accessibility. In these guidelines the distinction is made between minimum considerations and preferred features. This distinction is based on a functional use concept of existing buildings and **should not** be viewed as current Building Code Standards.

Determination of minimum considerations and preferred features is based on the functional use of existing facilities and the needs and capabilities of people with disabilities. Ideally, all facilities should be designed to provide maximum barrier free environments. Identification of minimum considerations for accessibility is intended to enable individuals and organizations to select conference and meeting facilities that do provide acceptable accomodations. In addition, other features that are **preferred, but not absolutely essential,** are presented to provide guidelines for selecting the most acceptable facilities.

NRA Resolution

The National Rehabilitation Association has adopted a resolution that it will not hold any meetings in facilities that do not meet *minimum criteria.*

considerations for use

The following guidelines are clustered into broad functional categories which cover essential concerns in (1) arranging for conferences, (2) utilizing conference and meeting facilities, and (3) in consulting with facilities in providing barrier free access.

I. **PARKING/WALKWAYS**
II. **ENTRANCES**
III. **INTERIOR CIRCULATION**
IV. **PUBLIC REST ROOMS**
V. **MEETING ROOMS/CONFERENCE FACILITIES**
VI. **GUEST ROOMS**
VII. **ADDITIONAL FACTORS**
VIII. **NATIONAL CONFERENCES/MULTI-SITE MEETINGS**

The **Building Access Survey Form** and **Manual for Accessibility** are designed to be used together and are cross-referenced. Information gathered with the **Survey Form** should be related to the minimum and preferred criteria in the **Manual for Accessibility.** Determination can then be made on whether a facility meets or exceeds minimum criteria.

Consultation with building owners and managers during remodeling, design, and construction phases can also be done effectively utilizing both the **Survey Form** and the **Manual for Accessibility.** Illustrations in the manual present graphic examples of minimum and preferred features that could be implemented. **In doing consultant work, referrence should always be made to the state building code and any other additional building code requirements.**

Selection of conference and meeting site locations and consultation with new or remodeled construction projects should always include actual on-site inspections. **A trained survey team should be utilized. Actual on-site inspections will be necessary to insure that thorough, accurate information is obtained.** Accessibility determination is often a complex, judgemental situation that requires that detailed and descriptive information be obtained. Prior to conducting actual surveys, an in-service training session should be conducted to fully acquaint surveyors with the **Manual for Accessibilty** and the **Building Access Survey Form**. Contact the NRA office for information on the availability of training.

specific instructions

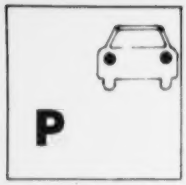
The **Building Access Survey Form** and **Manual for Accessibility** are referenced together and must be used in conjunction to work effectively. The following instructions explain how to use the Survey Form and the minimum and preferred criteria in determining if a conference or meeting site is acceptable for that activity.

1. Within each cluster are listings of **Minimum Considrations (✓)** -which shall be conformed to for any building or facility to be considered accessible.
2. Along with **Minimum Considerations** are listings of **Preferred Features (Symbol)** which identify desirable accessibility features.
3. In the **Manual for Accessibility** each criteria is cross referenced to the question on the Survey Form which provides the information to determine if that criteria has been met.
4. In comparing **Survey Form** information with the **Minimum Considerations** and **Preferred Features** determination can be made as to whether the site is acceptable for the activity scheduled. In order for a conference or meeting facility to be considered accessible all **Minimum Considerations** shall be met. Facilities that exceed these criteria are considered "preferred" and should be identified accordingly.
5. **In summary, these minimum criteria are not intended for design purposes but rather as a means of determining whether or not an existing building provides necessary accessibility features.**

Therefore, certain tolerances for minimum measurement dimensions must be considered, and may be allowed, depending upon the specific situation and/or practicality of a suggested solution.

The NRA has intended this manual to provide criteria for existing buildings and it is not applicable to new construction which must meet the state building codes. While the manual may serve as a general guide for new construction, existing codes change and must be checked at the time constrution is being done.

The user of this manual should consult with local chapters of the National Rehabilitation Association if they have no prior exposure to accessibility or barrier free design. Consulting with these groups will increase the probability of a quality survey and one free of technical measurement errors. It is also advisable when doing a survey to include on the survey team a person who uses a wheeelchair so that turning radius and accessibility of all areas can be accurately determined. It is very difficult, if not impossible, to judge this type of dimension without actually having a wheelchair present.



I. PARKING/WALKWAYS:

Parking shall be conveniently located and connected by walkways to an accessible building entrance.

✓A. Minimum Considerations:

1. Offstreet parking shall be available adjacent to the main building. (1 A,B) [Editors' Note: (1, A,B) and subsequent idents refer to the Survey Form's corresponding section and question, starting on page 36]
2. Walkways with necessary ramps and curb cuts shall be provided from the parking area to an accessible entrance. (2 A-D)

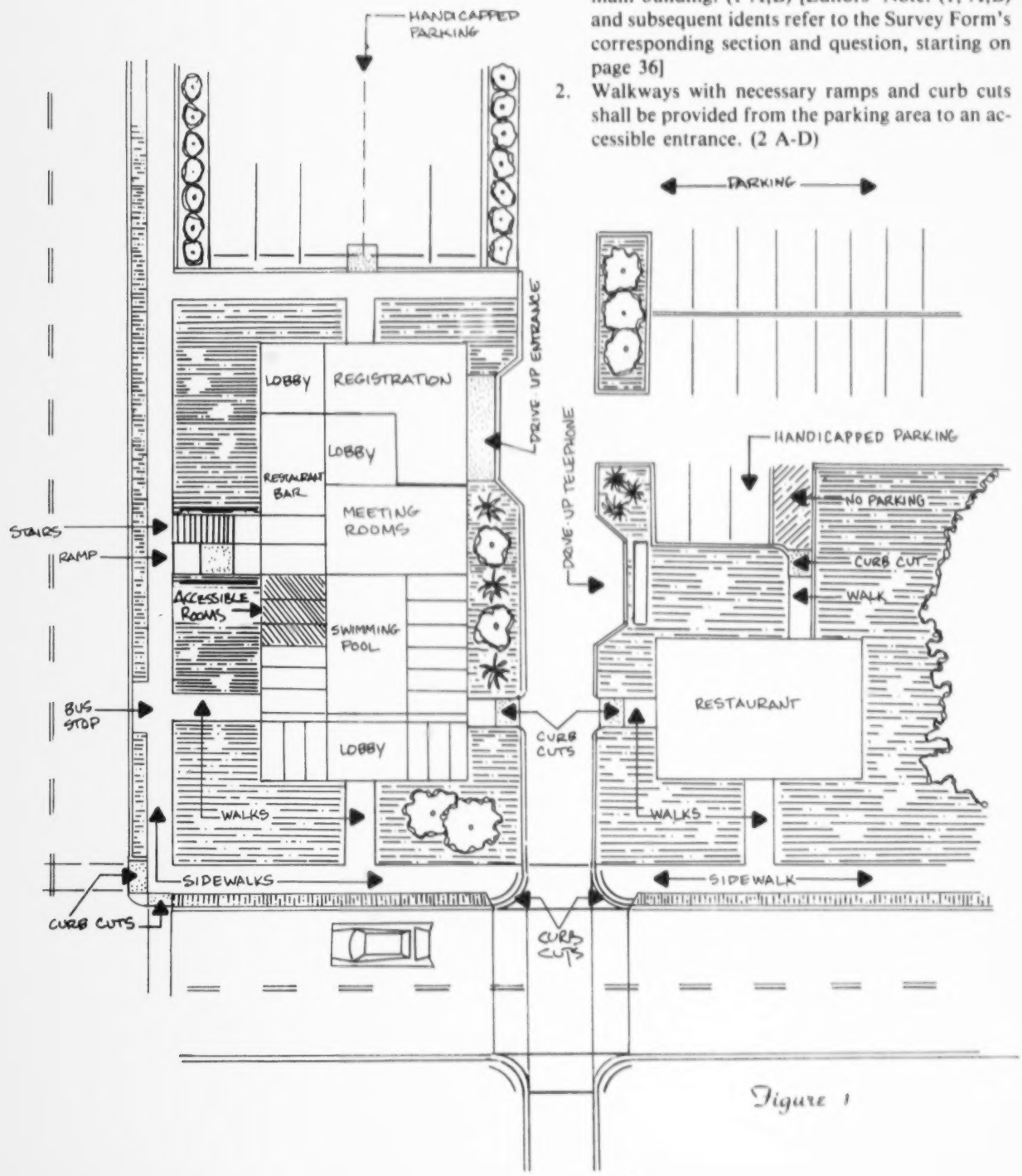
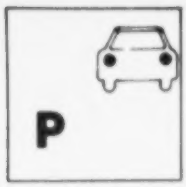


Figure 1



✓ Minimum Considerations continued

3. Designated reserved parking spaces shall be provided for persons with disabilities. (4)

Figure 2

Note: *Most state statutes specify that 2% of the total number of spaces be designated for handicapped use. This is considered very minimal and twice that amount is much preferred.*

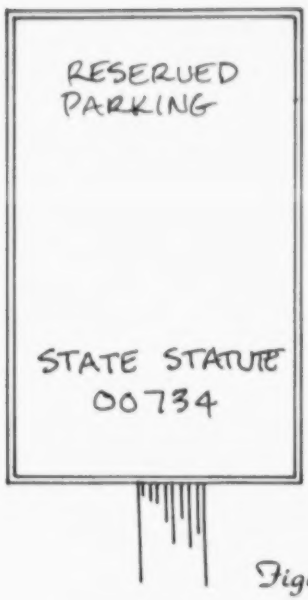


Figure 3

Wording will vary from state to state.

4. Handicapped parking spaces shall be 12 feet wide and have necessary loading/unloading strips. If utilized, permanently fastened bumpers/car stops should not impede accessible route. (4 A-D)

5. Designated reserved parking spaces not adjacent to accessible entrances shall have directional signage to accessible entrance/walkway. (5)

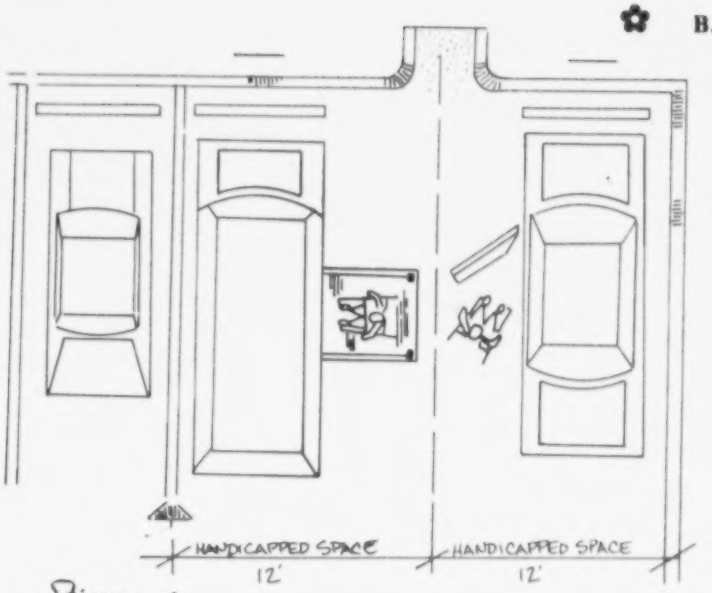


Figure 4

B. Preferred Features:

1. Entrances to parking areas shall have signage indicating location of handicapped parking spaces. (4)

2. Walkways with necessary ramps and curbcuts shall be provided from the parking areas to all accessible entrances. (3)

3. Covered parking, if provided, shall be 7'0" or more in height to permit access for lift equipped vans with raised tops or alternate parking space shall be provided.

4. Walkways, ramps and curbs shall not have a cross slope of greater than 2°. (2 D)

• • • •

Information on curb cuts...

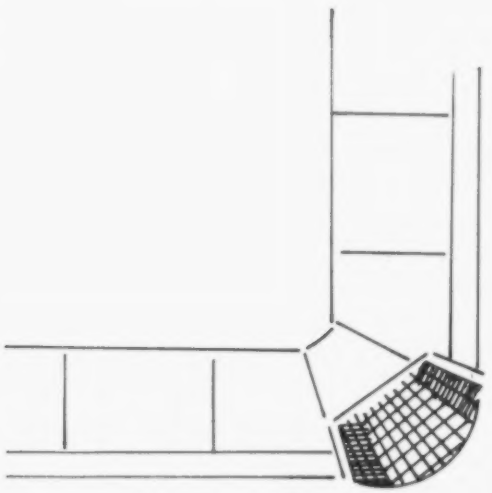


Figure 5

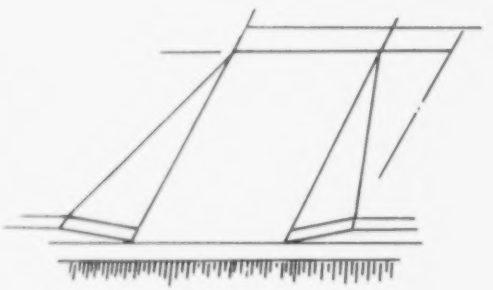


Figure 6

Curbcuts should have a textured, non-slip surface, a maximum slope of 8.33° and meet the street surface with a 5/8" lip or less.

The textured surface is important for visually impaired/blind persons to provide clear demarcation and directional orientation.

...exterior walkways and ramp information

Maximum slope on a walkway shall be 1:20 (3 degree slope). **Any slope greater than 3 degrees shall be considered a ramp and shall conform to all requirements such as maximum slope and railings. (7)**

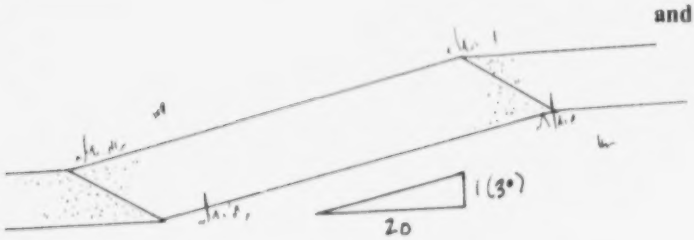


Figure 7

Walkways shall have a continuous common surface, not interrupted by steps or abrupt changes in grade greater than ½".

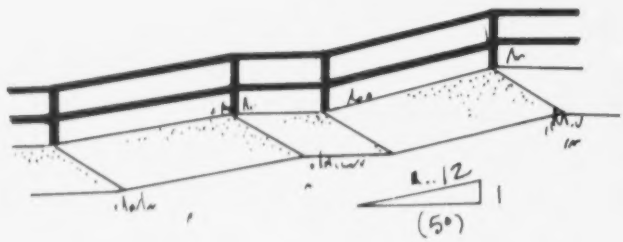


Figure 8

Exterior ramps can be a maximum 1:12 (5 degree slope) and must have a handrail on at least one side. Handrails are preferred on both sides.

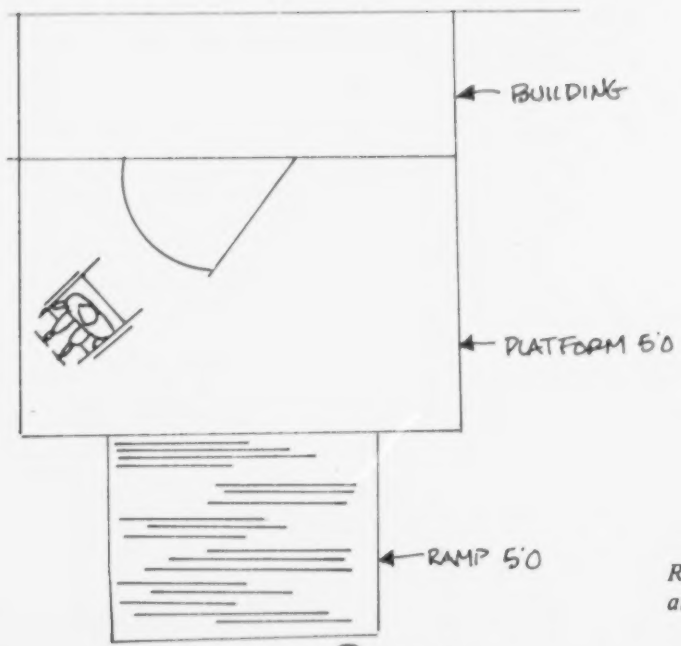


Figure 9

Ramps to doorways shall have a 5'-0" level surface at top and bottom.

12

II. ENTRANCES:

A building shall have at least one (preferably more than one) ground level or barrier free entrance.

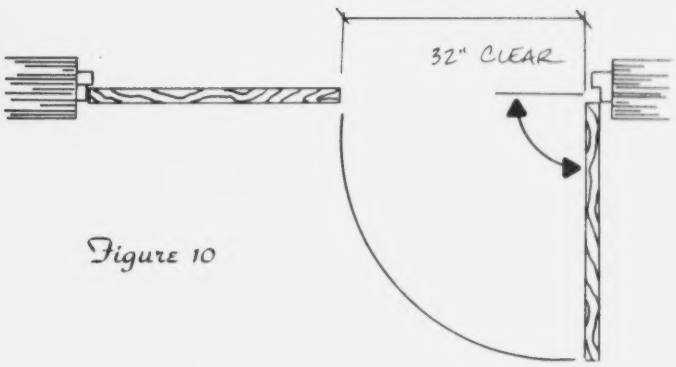


Figure 10

A. Minimum Considerations:

1. At least one primary* building entrance shall be accessible at ground level or be ramped. (6 A-D, 8 C)
   A primary entrance is one that is a **commonly used public entrance which does not involve transit through kitchen, storage facilities or similar areas.*

2. Accessible primary entrances shall be unlocked or provision made for a signaling device if that entrance must be locked during certain hours for security purposes. (7)

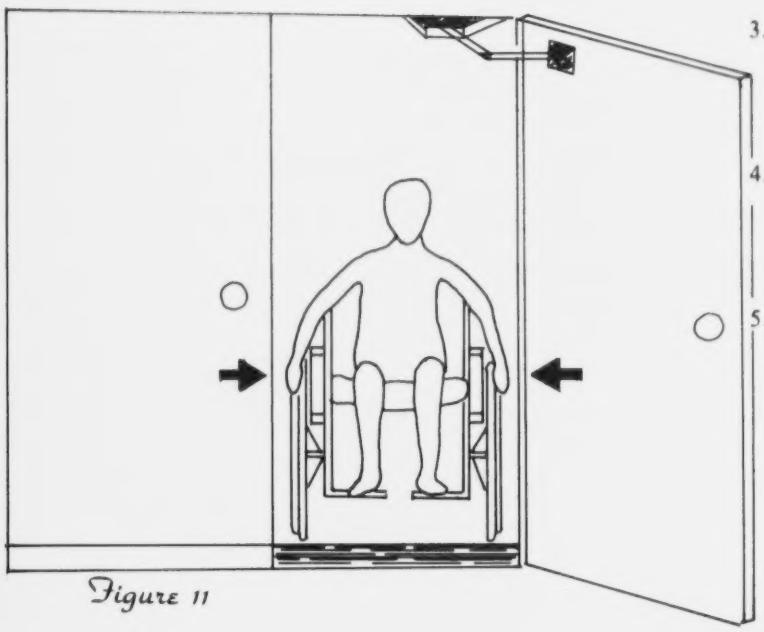


Figure 11

3. Entrance doors shall have a clear opening of 32 inches. (2'8"). (8 A)

4. Pressure on exterior doors shall not exceed 12 pounds. (9)

5. Revolving doors or turnstiles shall not be considered as accessible building entrances.

Clearing opening for two leaf doors must be between either door in its 90° open position and the end of the other door.

For a Single Door:
Clear opening must be between door in its 90° open position and the jamb.

An adult wheelchair averages 27" wide. The required 32" clear door width allows 2½" clearance on each side for hands. An electric wheelchair is wider than standard design wheelchairs and makes a 32" doorway an essential minimum.

✔ Minimum Considerations continued

Figure 12

The International Symbol of Accessibility

6. The International Symbol of Accessibility shall designate appropriate entrances. (10)

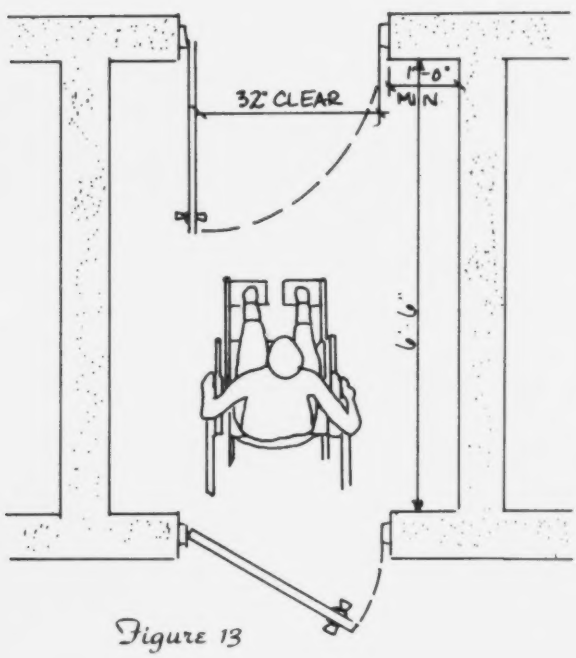


Figure 13

✿ **B. Preferred Features:**

1. Doors in series (inner and outer doors) shall be minimum 6'-6" apart. (8 B)

2. Any entrances that are not accessible shall have appropriate directional information to the nearest accessible entrance. (5)

Figure 14

6'-6" space is necessary to allow backing and turning space for a wheelchair to clear the door which swings in.

✿ Preferred Features continued

3. A passenger loading/unloading zone shall be immediately adjacent to a primary building entrance. (11 A)

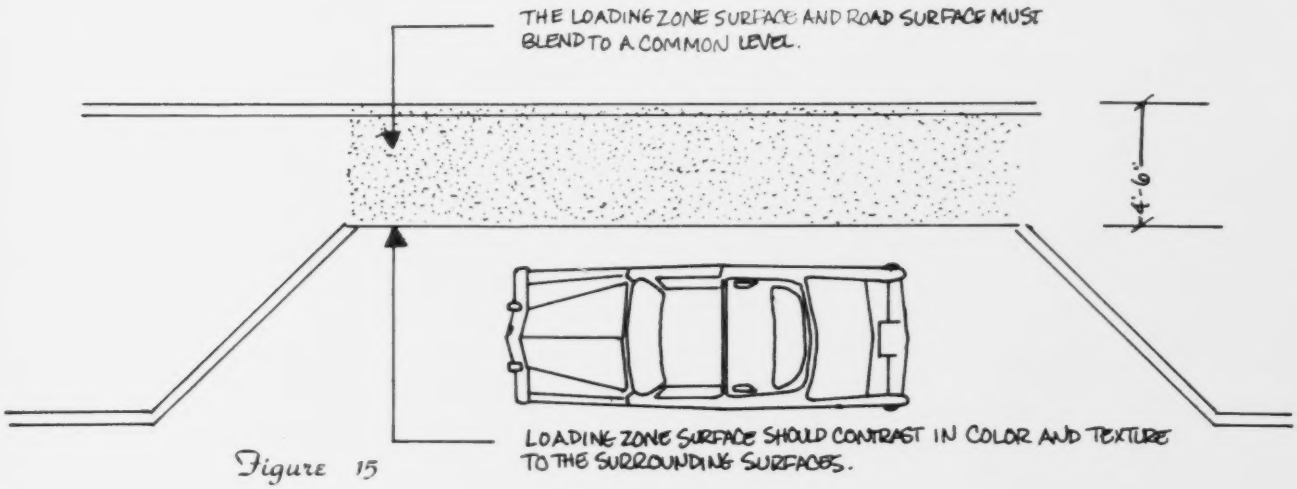

THE LOADING ZONE SURFACE AND ROAD SURFACE MUST BLEND TO A COMMON LEVEL.
4'-6"
LOADING ZONE SURFACE SHOULD CONTRAST IN COLOR AND TEXTURE TO THE SURROUNDING SURFACES.

Figure 15

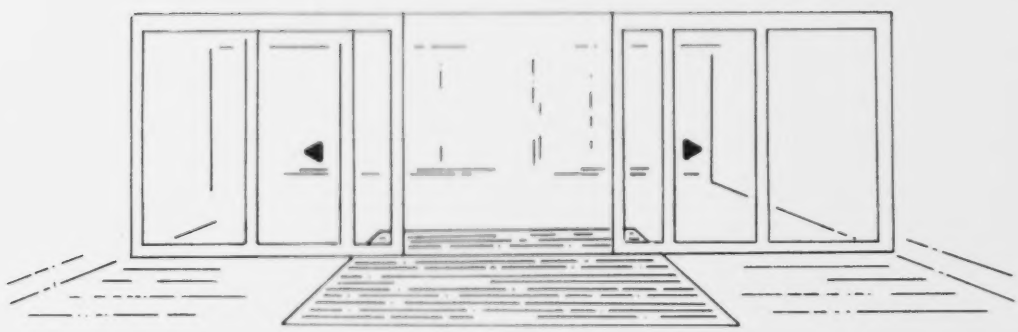


Figure 16

Sliding electrical power doors are ideal for all persons with disabilities. Power-operated swinging doors are also good for most people, but may be a hazard to persons with visual impairments.

III. INTERIOR CIRCULATION:

In considering building layout and design, all essential areas shall be accessible without having to leave the building or encounter steps.

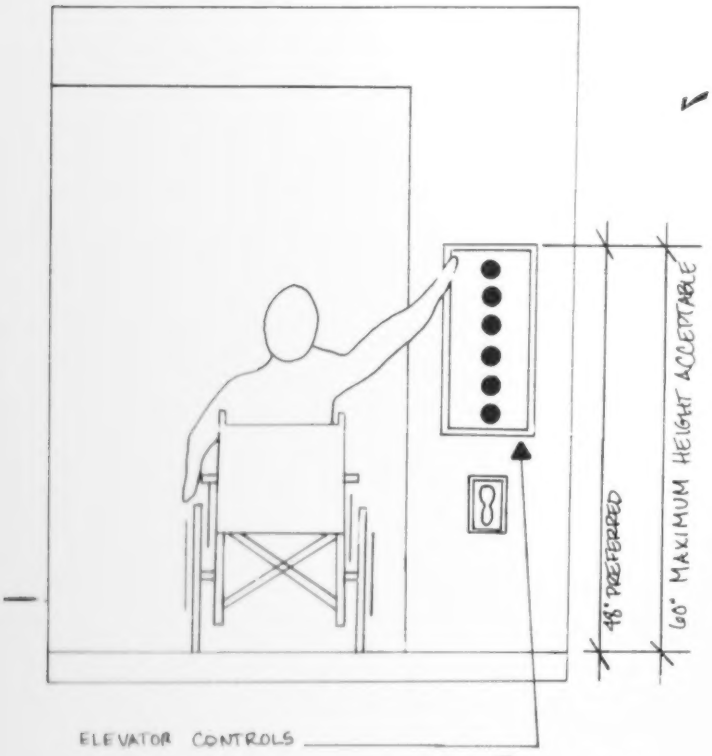


Figure 17

Emergency call box and controls are preferred to be located **not more** *than 48" high to be within reach of seated person.*

Audible signals are preferred to identify each floor level served to facilitate use by persons who are blind.

A. Minimum Considerations:

1. Relative to conference or meeting requirements, all essential public areas including food service, bar, meeting rooms, registration desk, toilet rooms, and guest rooms shall have interior access. (12)

   Note:** Actual determination of interior accessibility will in some cases depend on the specific activities required at a conference or meeting.* ***Any scheduled activities, meetings, or exhibits must be in accessible areas.

2. In multiple story buildings where essential activities or services are provided on alternate levels, elevator service shall be available. (13, 14)

3. Elevators, if utilized, shall be self leveling and have adjustable door closing timing. Controls should be not more than 60 inches high and/or equipped with an adaptive device (wand). (14 A-D)

4. Elevators, if utilized, shall have permanent, vertical, tactile numerals on the elevator panel and outside the door on each floor. (14 E)

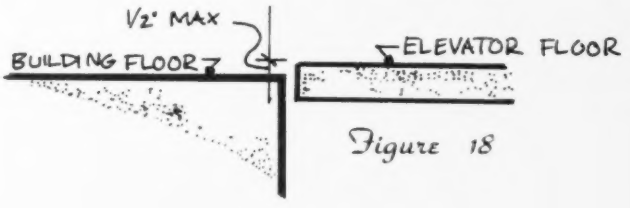


Figure 18

✓ Minimum Considerations continued

5. Interior doors to public areas (not including guest rooms) shall have at least a 32 inch door which provides a 30 inch clear opening. (15 A)

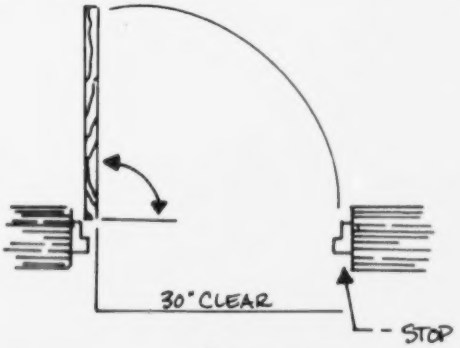


Figure 19

***Note:** Clearance of 30 inches (2'-6") is adequate provided that the area presents no additional obstructions. This should be determined by using an adult wheelchair in the doorway areas under question to be certain that sufficient clear openings and corridor clearances are available.*

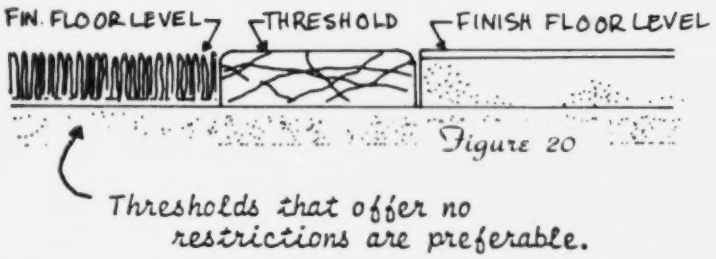


Figure 20

Thresholds that offer no restrictions are preferable.

6. Thresholds at interior doors shall not exceed $\frac{5}{8}$" in height. (15D)

7. Pressure on interior doors shall not exceed 8 pounds. (15 B)

8. Ramps, where utilized, shall be **permanent** construction and have nonslip surface with handrails on at least one side. (16 A-C)

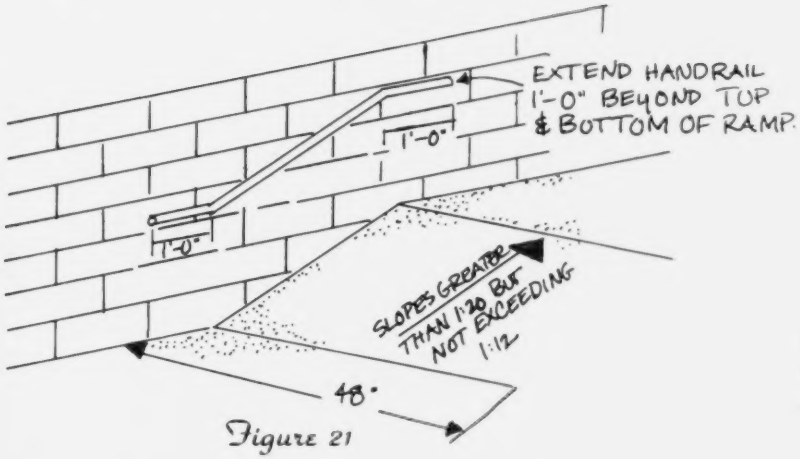


Figure 21

Where ramps are provided to accessible doorways, the floor on each side of the doorway shall be level a distance of 5'-0" from the door.

***Note:** On interior ramps not exceeding three feet rise 1:8 (7°) is acceptable. Maximum slope allowed is usually 1:12 (5°) however, 1:20 (3°) is preferred if possible.*

Information on Ramps and Hand Rails . . .

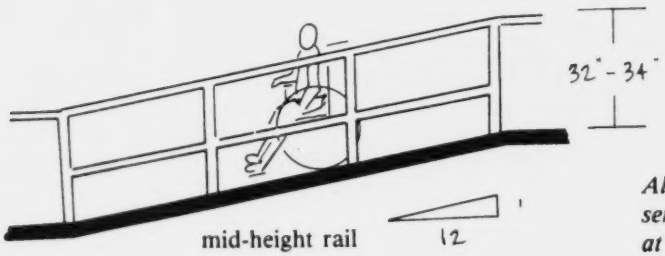


Figure 22

All ramps shall be the same width as the corridor or walkway served. Surface shall be firm and nonslip with handrails on at least one side. Unenclosed ramps shall also have an intermediate rail at mid-height.

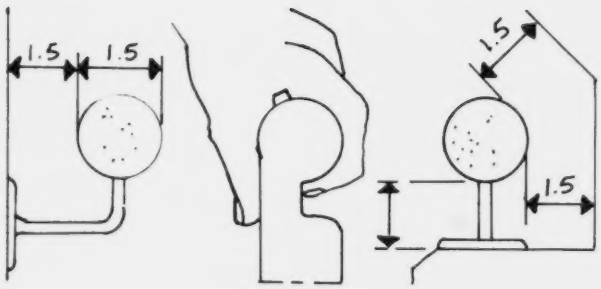


Figure 23

Selection of acceptable types of handrails.

Round tubular railing offers most preferred type allowing maximum use by all persons.

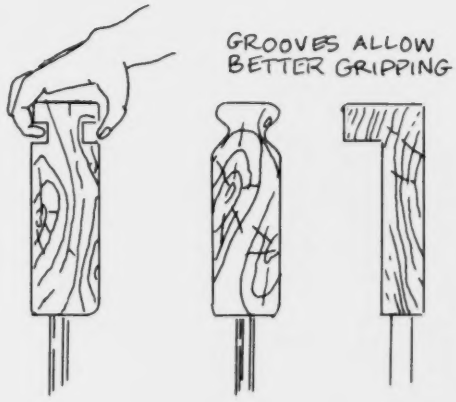


Figure 24

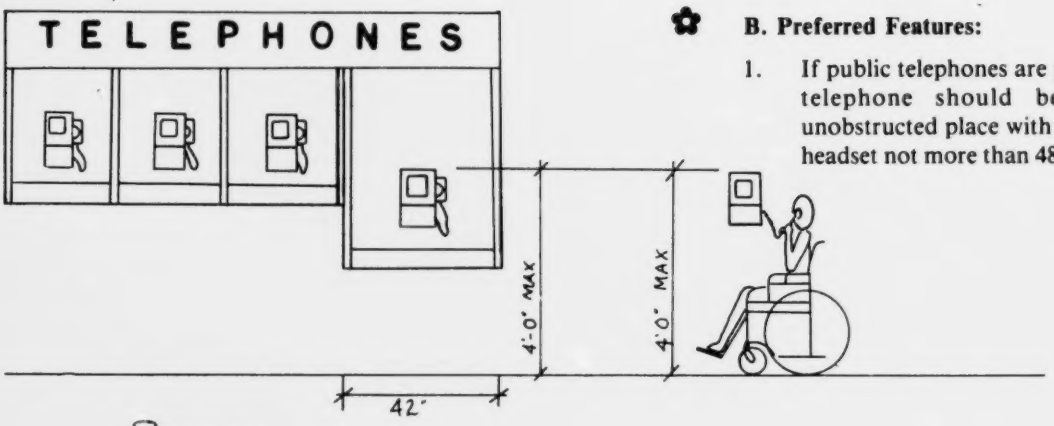


Figure 25

B. Preferred Features:

1. If public telephones are provided, at least one telephone should be mounted in an unobstructed place with its dial, coin slot and headset not more than 48 inches high. (17 A,B)

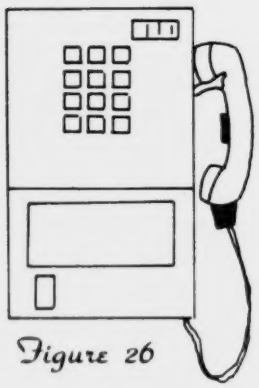


Figure 26

2. At least one public telephone shall be equipped with an amplifier for hearing impaired. (17 C)

3. Electrical outlet for telephone communication devices (TTY/TDD) for the deaf shall be located adjacent to the public telephones.

Note: *Telephones compatible with hearing aids can be identified by "blue grommet."*

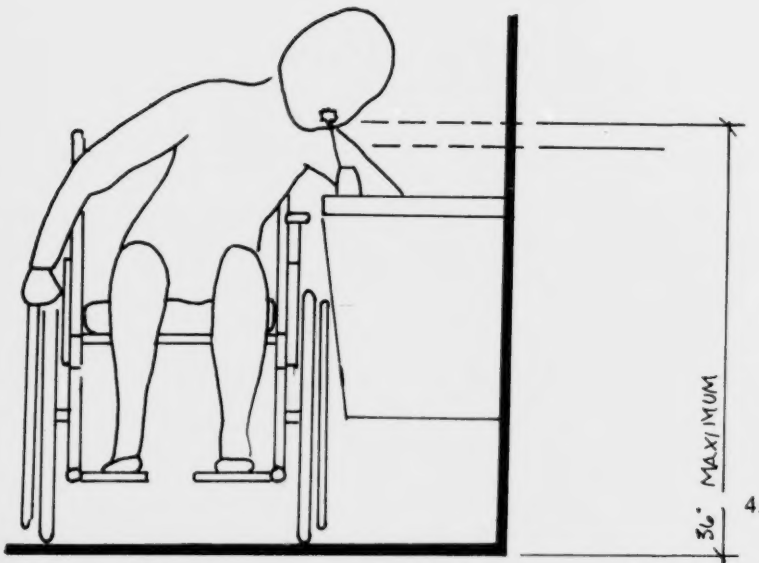


Figure 27

4. Water fountains, if available, shall be a maximum of 36 inches high to waterflow or provide paper cup dispenser with waste basket nearby. (18)

✿ Preferred Features continued

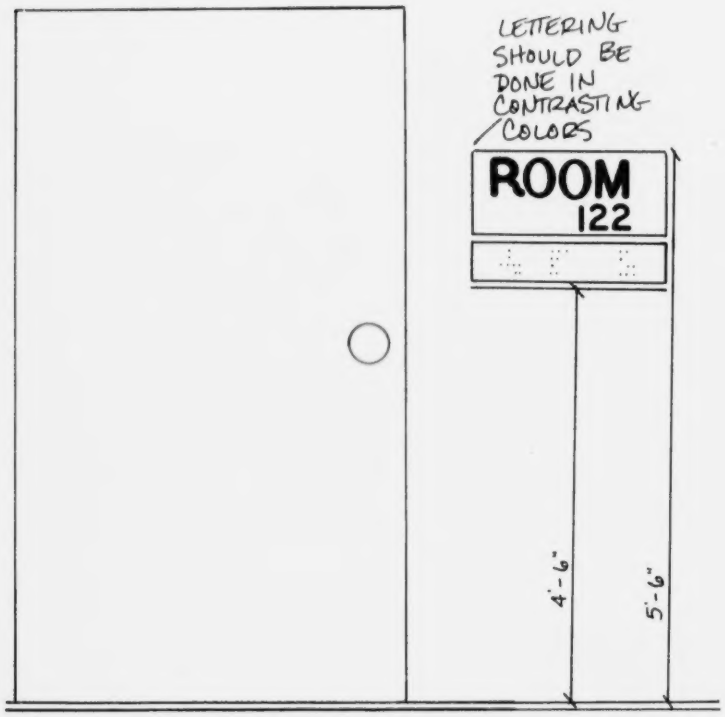


Figure 28

Persons with visual impairments can read tactile, letters and numbers. Braile letters and numbers should only be used in addition to visual and tactile letters.

5. Identification signage shall be in contrasting colors in plain, block style. Room identification signage shall be in raised/recessed lettering. (19, 19 A)

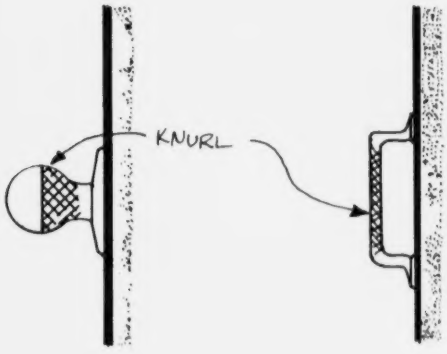


Figure 29

6. Knurled door knobs are preferred to provide warning of hazardous areas for persons with visual impairments. (15 C)

Figure 30

7. Carpeting shall be specified as high density, low pile, non-absorbant, stretched tautly, and securely anchored at all open edges. Edging strips shall not be higher than 3/8 inch above floor. Padding, if installed, shall not exceed 1/4 inch thickness, shall have specifications which indicate it as being firm and when installed, shall be secured tautly to the floor. (12 B)

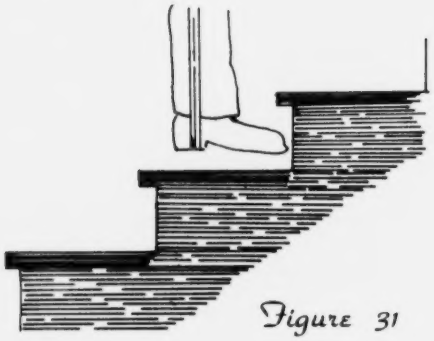


Figure 31

8. Stairs shall not have steps with abrupt, square nosing or open risers. (16 E)

Note: *Persons wearing leg braces often trip because they catch on the stair nosing.*

INFORMATION ON ACCEPTABLE STAIRS

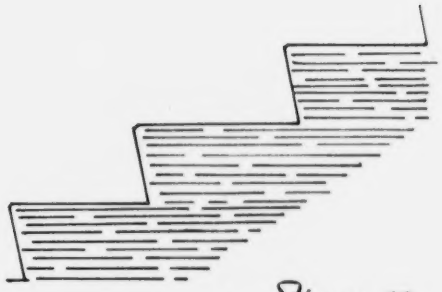


Figure 32

...Stair treads should be of a non-slip surface.

...Stair risers should be slanted with rounded nose.

...Stairs should have adequate lighting and/or have contrasting surface.

... Furniture should be placed to divert persons with visual impairment from taking pathways where stairs could become overhanging obstacles.

IV. PUBLIC REST ROOMS:

In any building where activities are expected to be 30 minutes duration or more, at least one accessible public restroom for men and women shall be available.*

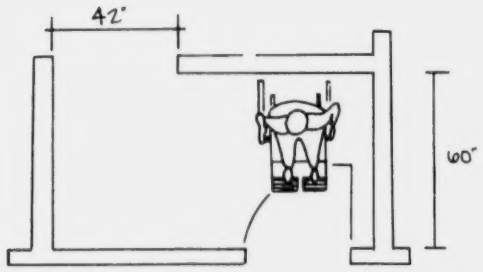


Figure 33

A. Minimum Considerations:

1. Each building shall have a minimum of one pair of toilet facilities that are accessible to men and women in wheelchairs. (21, 22)

2. Entrance doors shall be a minimum 30 inches wide (32" preferred) and permit a wheelchair to negotiate any required turns. (23 A-C)

3. Pressure on doors shall not exceed 8 pounds.

Toilet room doors often present immediate accessibility problems. Design configurations will vary, however, these examples shown illustrate suggested designs and preferred dimensions.

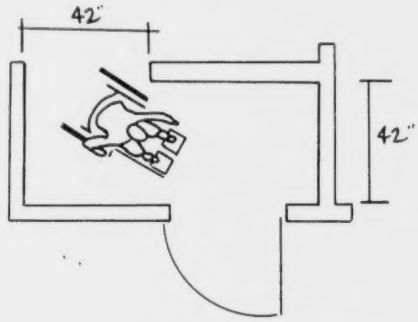


Figure 34

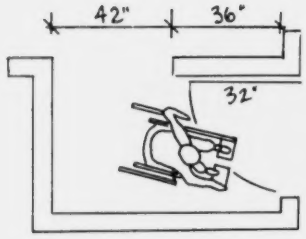


Figure 35

Note: *Any consideration of doors less than 30" clear opening* **must** *consider the various design configurations as noted above. If a 90° turn is immediately required then measurements shall be made with an adult wheelchair to insure that it is passable.*

**In certain situations where one restroom has been designed for both men and women, while this is not preferred, it would be considered satisfactory if this is a small building.*

✔ Minimum Considerations continued

4. Toilet rooms, either individual or group, shall have a minimum clear floor space of five feet and/or permit a wheelchair to turn and enter the stalls or other facilities. (25)

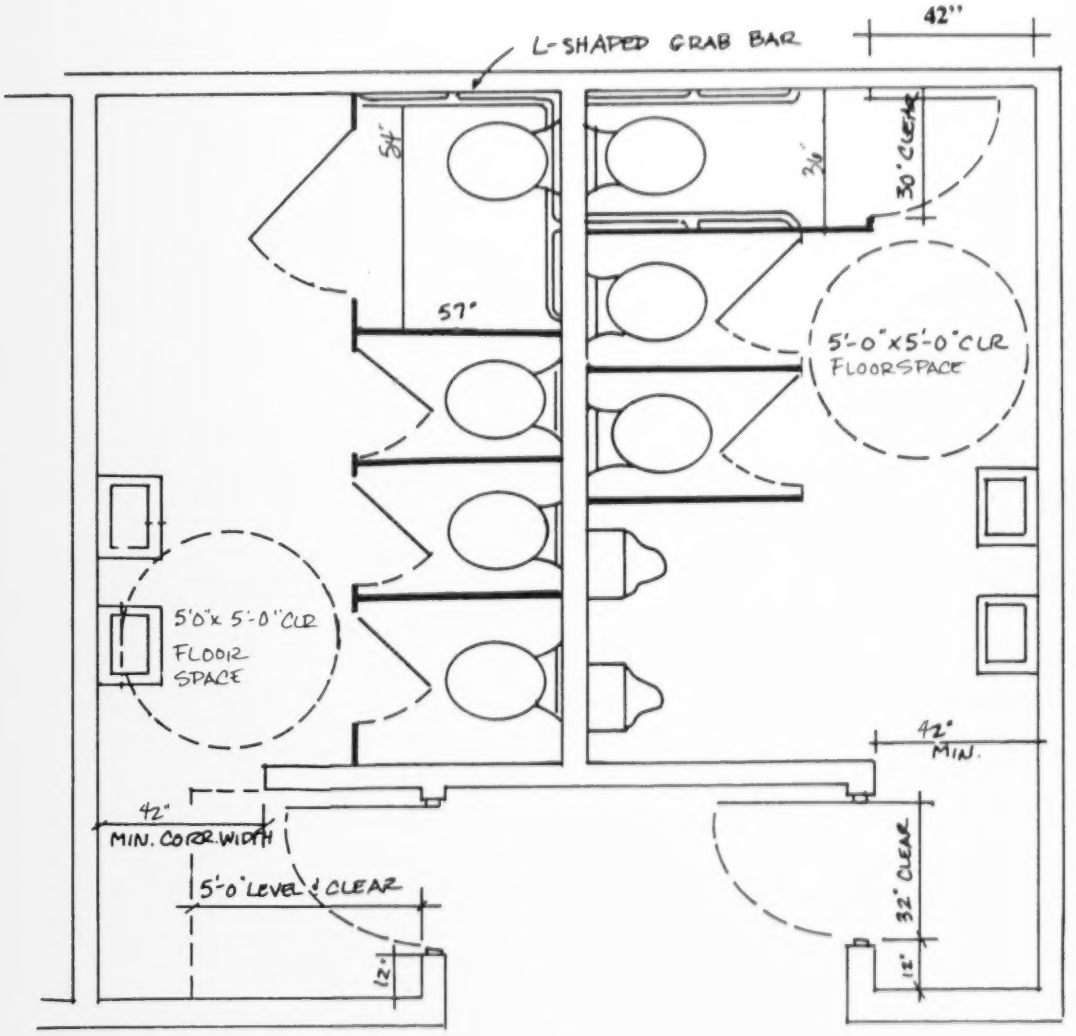


Figure 36

Suggested entry and privacy screen arrangement to prevent door swinging out into the corridor. Doors may swing in or out. Also note use of a single door which is preferred to the double door (doors in a series) arrangement.

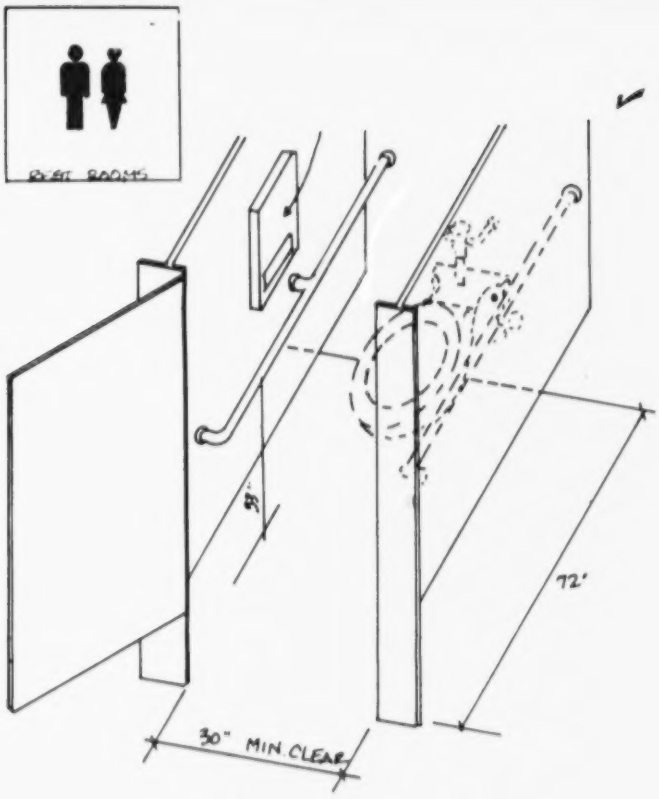


Figure 37

Minimum Considerations continued

5. Public toilet rooms shall have at least one fixture of each type accessible to persons in wheelchairs and semi-ambulatory persons. (29, 30)

6. Stalls, if provided, shall be 36 inches wide and 72 inches deep (front transfer) or 54 inches wide by 57 inches deep (side transfer) and have 30" clear opening with a door that swings out.* (26 A-C, 27) [See page 17 for side transfer illustrations]

*Slight variations from this could be considered provided that a standard size wheelchair (27" average width) can negotiate the space.

At least one toilet stall in each toilet room shall meet these specifications.

However, it would be minimally acceptable to to have at least one toilet room in the building that shall meet these specifications provided that it is accessible from all areas. See note on page 14 i.e., unisex restroom.

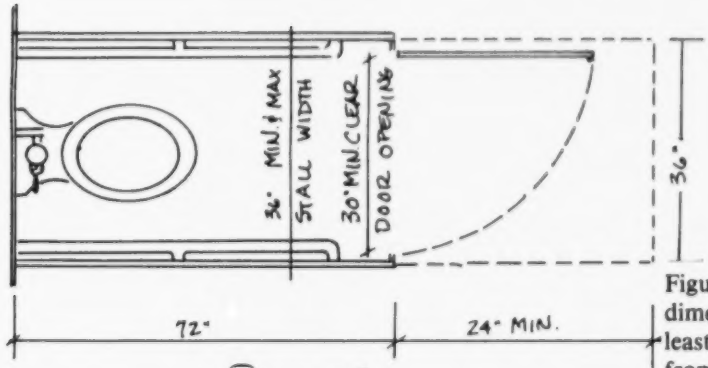


Figure 38

Figures 37 and 38 show recommended fixture heights and dimensions. Grab bars shall be 1½" outside diameter and at least 24" long (preferably 54" long). Rails shall be 1½" from the wall and capable of supporting a 250 pound load.

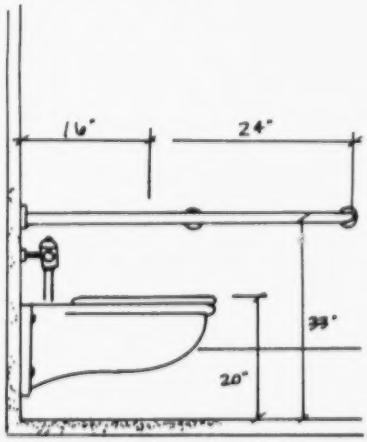


Figure 39

Wall hung fixtures are preferred since they permit greater clearance for wheelchair footrests.

✓ Minimum Considerations continued

7. Dispensers or other fixed objects shall not impede wheelchair access into stalls or other facilities. (28)

8. Self rising toilet seats shall not be used. (30 A)

9. Appropriate signs shall identify accessible toilet room facilities unless all such facilities are totally barrier free. (33)

✿ **B. Preferred Features:**

1. Arrangement of the toilet stalls shall allow both side and front transfer from a wheelchair. (30)

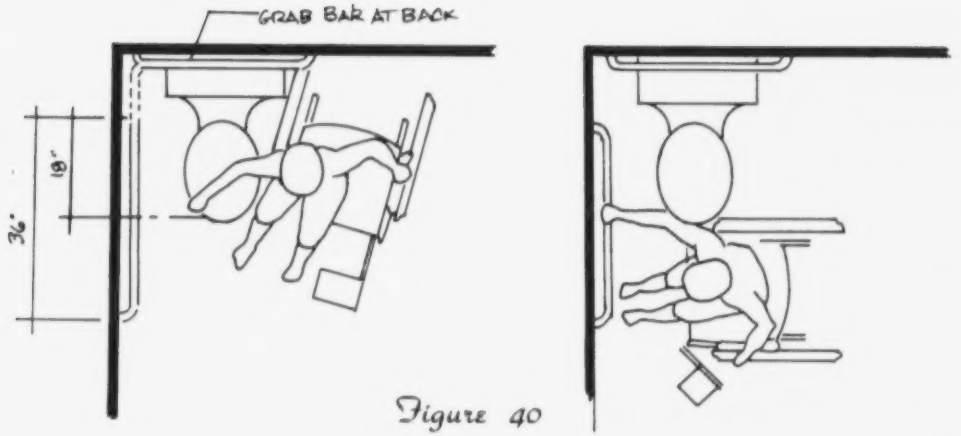


Figure 40

Two examples of side transfers...

✿ Preferred Features continued

2. Doors in series shall be a minimum of 78 inches apart. (23 A,B)

3. Whenever possible, if a 90 degree turn is required to enter the stall, the corridor shall be at least 42 inches wide. (23 C)

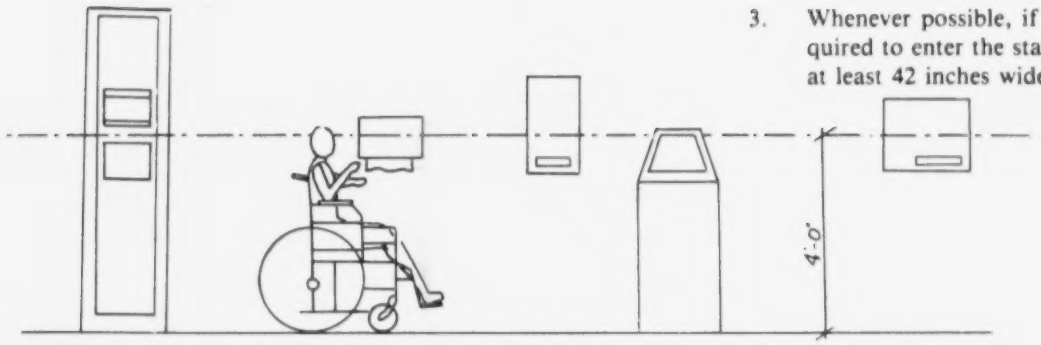


Figure 41

If towel dispenser in a self contained-recessed unit exceeds 48" in height it is not accessible.

4. Towel racks, electric hand dryers, disposal units and dispensing units, shall be no higher than 48 inches above the floor. (31)

5. Towel dispensers and other wall accessories shall be recessed into the wall. (31 A)

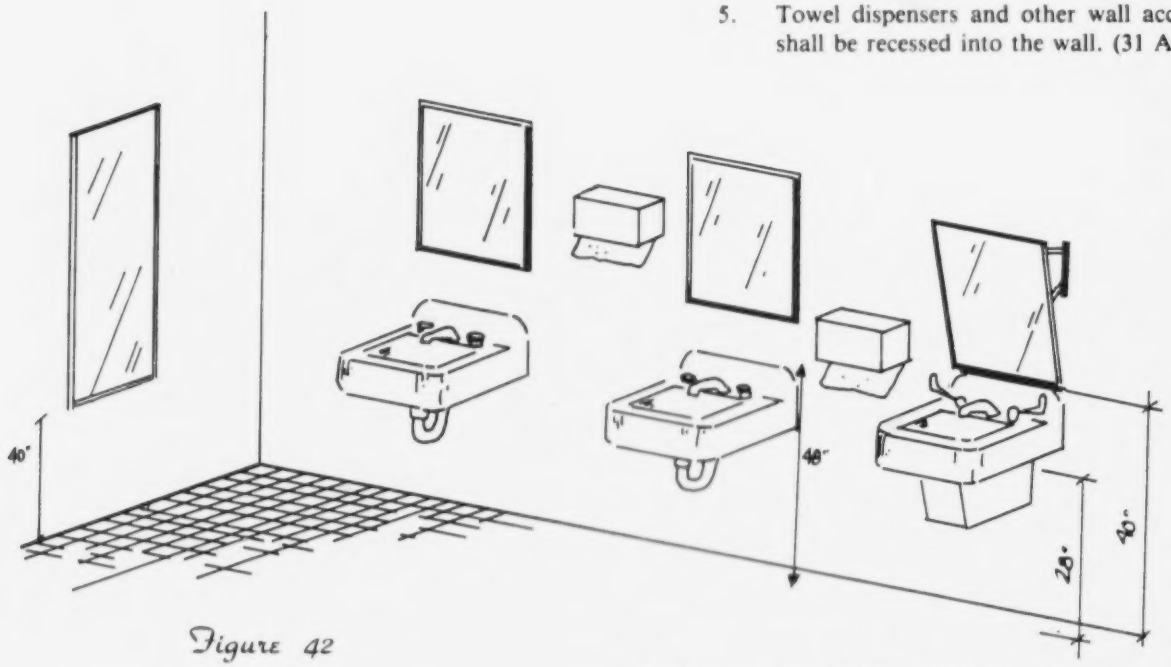


Figure 42

Full length or tilted mirrors (40" above floor) are preferred.

Note: *Insulation and protective covering to prevent leg burns to persons in wheelchairs. If protective housing is used, care should be taken to allow clearance for wheelchair.*

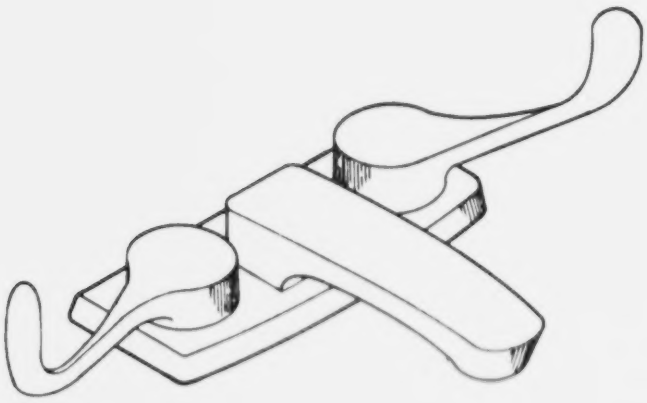
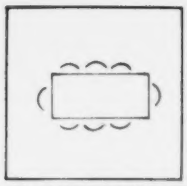


Figure 43

Wrist blade or single level handles not requiring hand grip are preferred for faucet controls.

6. Signage shall be provided indicating the location of accessible restrooms unless all restrooms in the building are totally barrier free. (32, 32 B)

Figure 44



V. MEETING ROOMS/CONFERENCE FACILITIES:

Any scheduled meeting, exhibit or other official function at a conference or meeting shall be held in accessible areas.

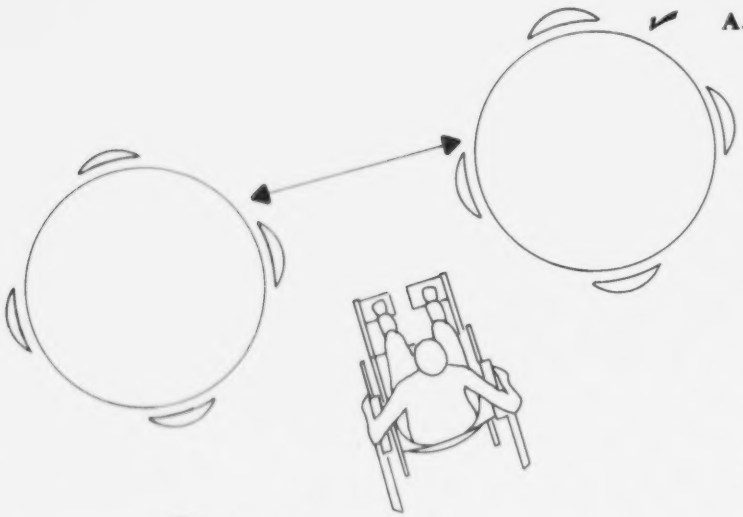


Figure 45

A. Minimum Considerations:

1. All meetings and official functions shall be held in accessible rooms, either ground level or connected by ramps and/or elevators. (33 A-E)

2. Amplifier and sound system equipment shall be available with individual or lavaliere microphones. (34)

3. Arrangements shall be made in setting up seating and furniture to include random spacing for persons in wheelchairs. (34)

An important consideration is to allow sufficient space (minimum 60") between tables and/or fixed objects to permit safe access for wheelchairs. It is preferred to randomly distribute spaces for persons in wheelchairs rather than cluster them into one area.

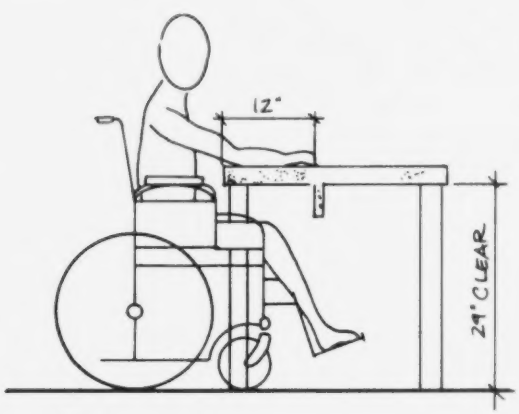
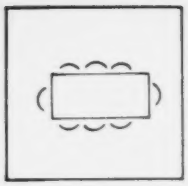


Figure 46

✿ B. Preferred Features:

1. Fixed or movable tables, if utilized, shall have a minimum clearance of 29 inches from the floor. (35 A)

Clearance under tables must be 29". Aprons, if used, must be recessed 16" under table or must have a 29" clearance.



✿ Preferred Features continued

2. Speaking platforms and stages shall be accessible and provided with a raised guard strip. Access can be provided by ramp or power lift. (43)

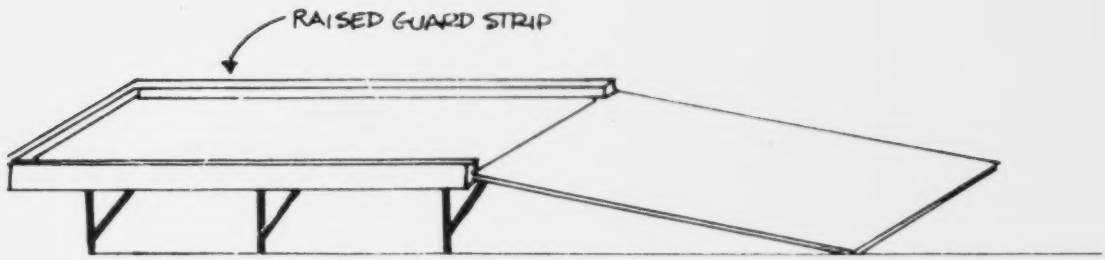


Figure 47

3. Toilet room facilities, exhibit areas, eating areas and other services should be in close proximity to meeting rooms. (32 A)

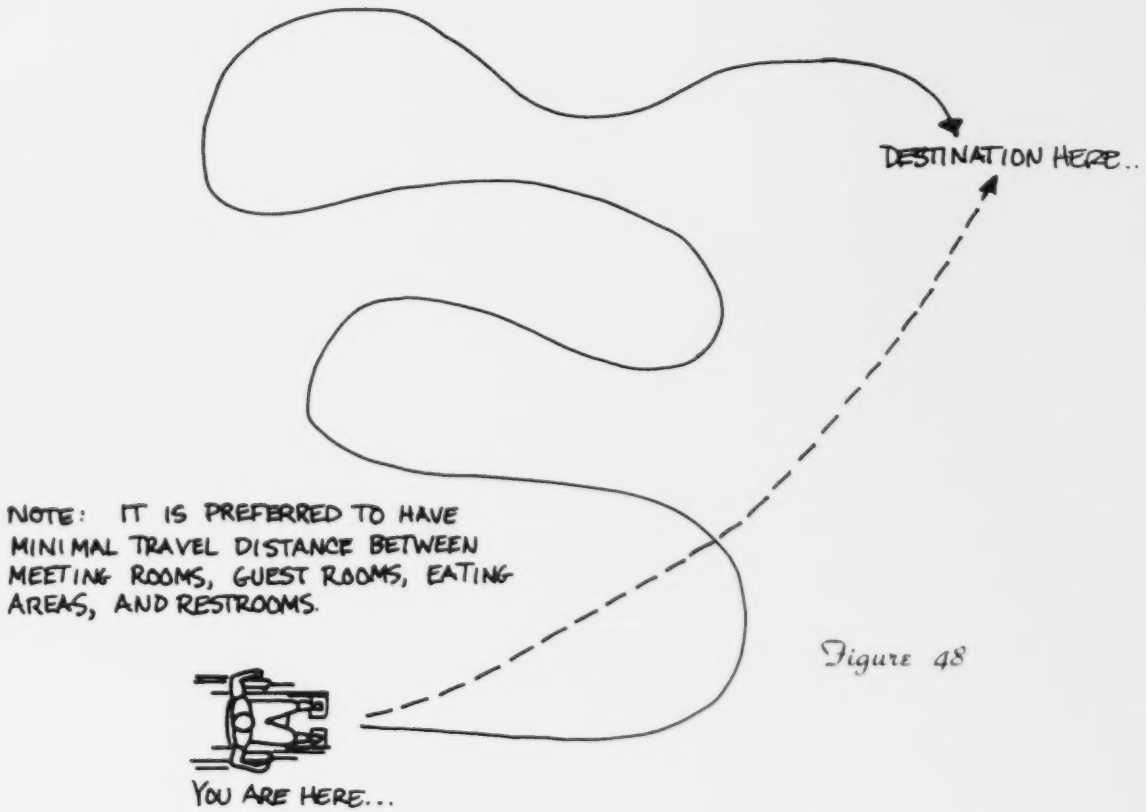
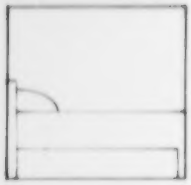

DESTINATION HERE..
NOTE: IT IS PREFERRED TO HAVE MINIMAL TRAVEL DISTANCE BETWEEN MEETING ROOMS, GUEST ROOMS, EATING AREAS, AND RESTROOMS.
YOU ARE HERE...

Figure 48



VI. GUEST ROOMS:

At conferences and meetings that are held in hotel or motels and involve overnight accommodations, accessible sleeping rooms shall be available at the conference or meeting site.

A. Minimum Considerations:

1. A minimum of 2% (not less than 1) of all sleeping rooms shall be accessible.

2. Entrance doors to guest rooms shall have a clear opening of at least 30 inches.* (36 A,D, 37 A)

3. Bathroom doors shall have a clear opening of 30 inches.* (36 E, 37 B)

4. Guest rooms shall allow sufficient turning space (5'-0" diameter preferred) for a wheelchair to move about. (37 C)

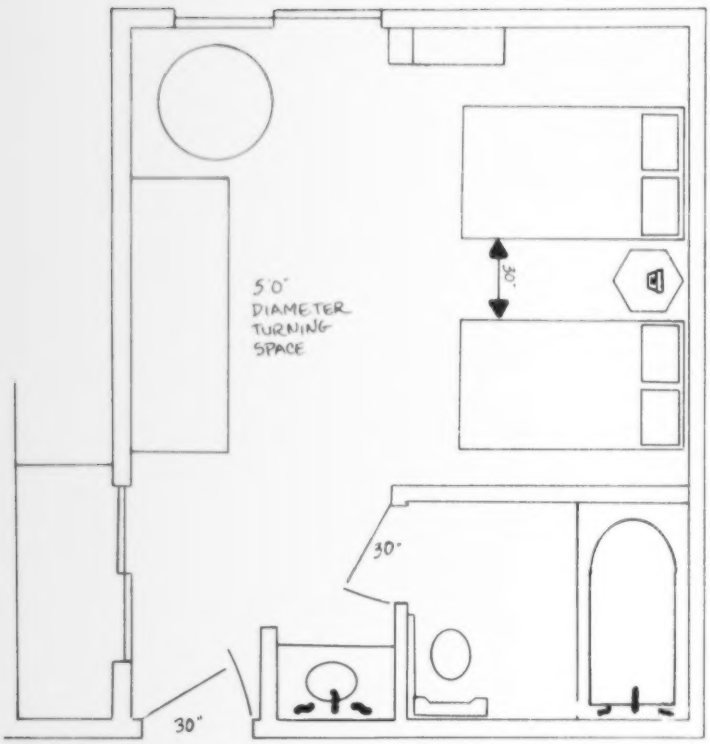


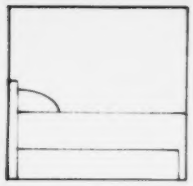
Figure 49

Any variation below 30" clear opening is very questionable and most likely not acceptable. In situations where removal of a door molding or reversal of door swing direction does increase clear opening to at least 29", then inspection by a survey team with an individual in a wheelchair would be mandatory before **Minimum Considerations** could be determined.

Suggested guest room layout with minimum suggested dimensions

5. Telephones shall be accessible to persons in wheelchairs. (39, 39 A)

The most preferred location for telephones is on the night stand immediately adjacent to the bed. This allows someone to receive wake-up calls without having to leave the bed.



Minimum Considerations continued

6. Bathrooms shall be laid out so that a person in a wheelchair would be able to reach and utilize lavatory, shower, and toilet facilities (40 A-C).

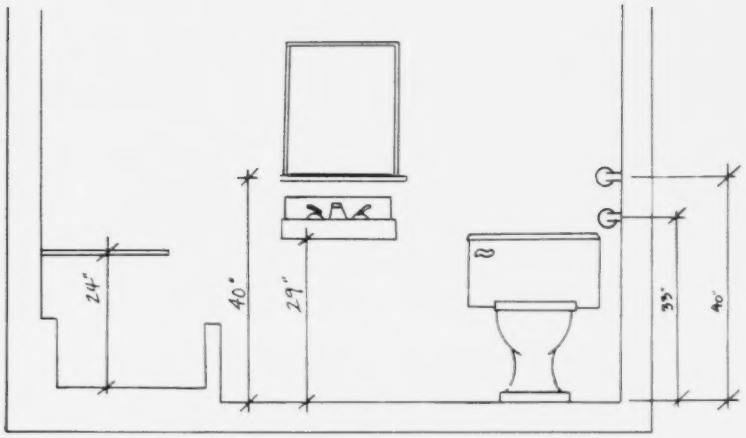


Figure 50

Critical considerations for bathroom accessibility are primarily concerned with access into the bathroom and then allowance for front and preferably side transfers to the toilet. Determination can most effectively be made by using a wheelchair and actually attempting transfers.

In addition, consideration shall also be given to transfer capabilities into the bathtub. Tub transfer seats need not be permanent but need to be safely secured when in use.

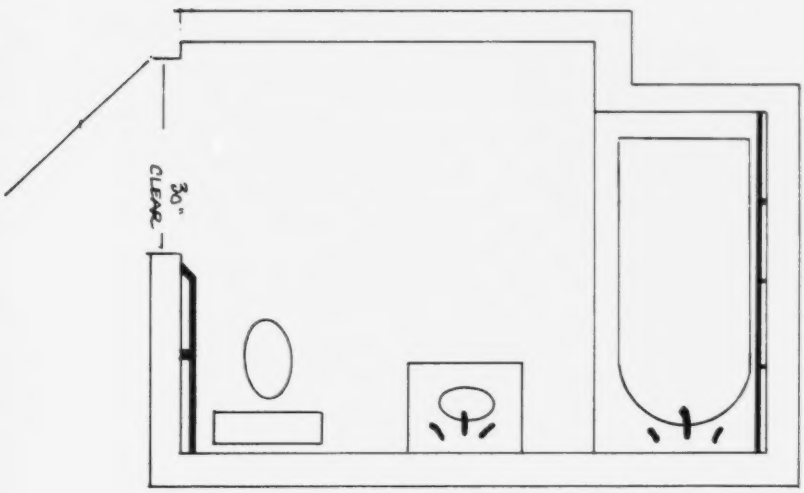
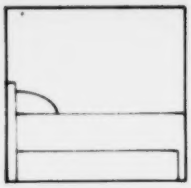


Figure 51

Possible bathroom layout along with suggested dimensions and relative positions of fixtures.



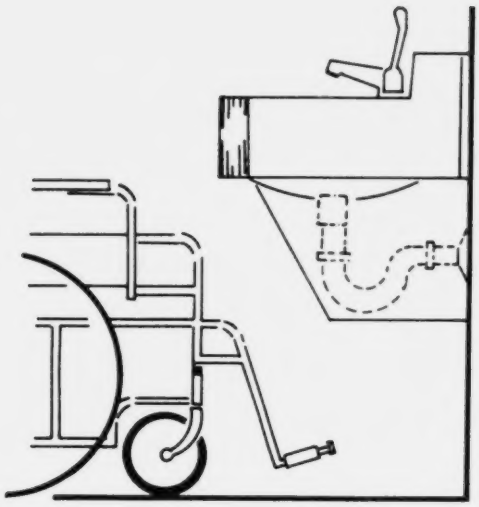


Figure 52

All exposed hot water pipes shall be insulated to avoid serious burns to persons in wheelchairs.

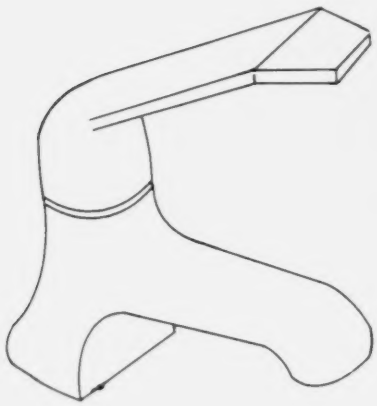


Figure 53

B. Preferred Features:

1. Accessible guest rooms shall preferably be located adjacent to lobby and elevator areas. (36 B)

2. Rooms shall be arranged so that access can be made to the light switches, heating and air conditioning controls and similar items without requiring moving of furniture or other obstacles. (38, 38 A)

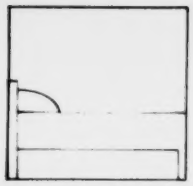
3. 5-10% of all guest rooms shall be accessible as determined in Part VI, Guestrooms: Mimimum considerations.

4. Telephones shall have a visual indicator (flashing light) and amplifier. (49) (Note: This need not be placed in accessible guest rooms exclusively.) (39 B)

5. Telephones shall have enlarged numerals.

6. Fixtures shall be no higher than 48 inches from the floor. (42)

7. All faucet hardware shall be of the single handle or "blade" type design. (41)



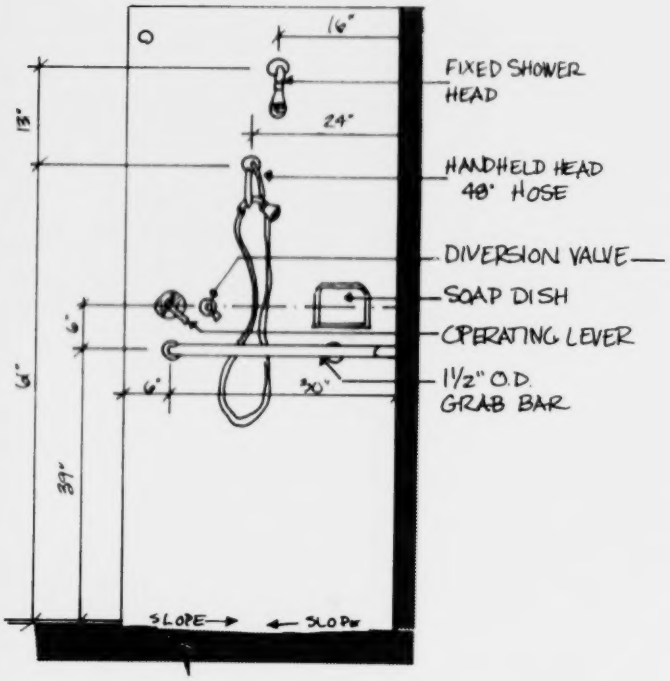


Figure 54

***Note:** Shower and tub combinations shall have curtains rather than glass doors.*

❄ Preferred Features continued

8. Showers in rooms that are specifically equipped for persons with disabilities shall have hose mounted, detachable shower heads and folding, wall mounted or removable bench type seats with grab bar supports. (41 A,B)

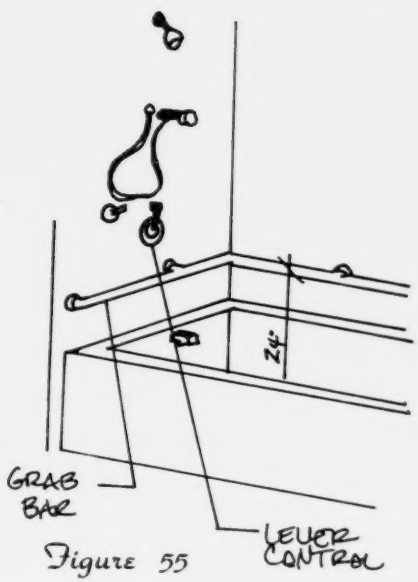


Figure 55

9. Rooms with tub facilities shall have grab bar supports and hose mounted, detachable shower heads. (41 A,B)

10. Tubs shall have curtains rather than sliding doors. (42 A)

etc.

VIII. ADDITIONAL FACTORS:

Arrangements for any conference or meeting requires both concern for building and programatic accessibility. Planning shall also consider supportive services that could be available such as public transportation, food service, etc. A reasonable time frame shuld be established with the hotel, motel for it to make necessary modifications.

Note: *The program committee or organizers of the conference shall work directly with the management and, in person, complete a survey and needs assessment of the conference site. The committee should contain at least one person knowledgeable about barrier free design as well as on methods of modifying existing facilities.*

Specific planning shall be made by the program committee or organizers of the conference or meeting to provide interpreters for persons with hearing impairments and aides for persons with severe physical disabilities.

The influence of winter weather is a factor that shall be included in site consideration. The management shall be responsible for thorough snow and ice removal from walkways, curb cuts, and parking areas.

A. Minimum Considerations:

1. The management shall be willing to make minor modifications, such as: removing molding from doors, reversing doors, rearranging furniture, etc. (43)

2. Accessible guest rooms shall be reserved and held for persons with disabilities if they call ahead and so request. (45)

3. Food service, entertainment, and cocktail areas within the meeting site shall be accessible to all persons. (47 A-C)

Note: *It is preferred that at least one individual on the survey team be a person who uses a wheelchair.*

etc.

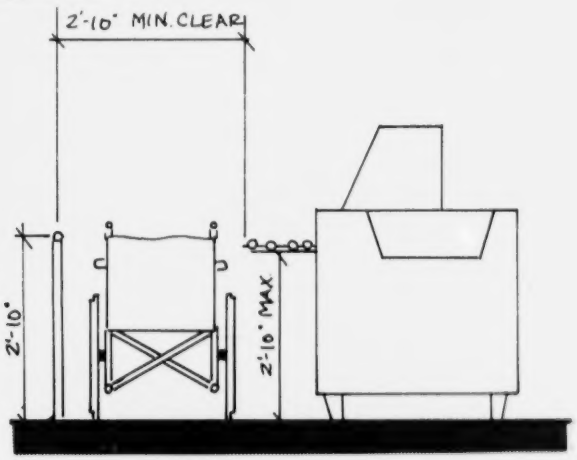


Figure 56

If cafeteria facilities are available, minimum clearances (see above) shall be acceptable.

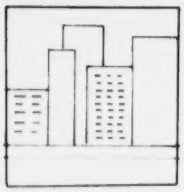
A building directory designating all accessible areas shall be available.

Figure 57

Note: *The National Rehabilitation Association* **strongly suggests** *that all organizations work with the management of conference and meeting facilities to provide permanent solutions to the barrier free design problems. In doing so, individuals will be able to continue to utilize the facilities and an actual barrier free society will be closer to a reality.*

✿ **Preferred Features:**

1. When **non-minimum** modifications to the facility are needed, the management shall make permanent changes. (44)
2. Public transportation shall be available. Accessibility of the public system should be described. (46)
3. Recreation facilities (e.g. swimming pool, game room) shall be accessible. (47 C)
4. Lighting shall be incandescent. (49)
5. Rheostats shall be used to adjust lighting for persons with visual impairments. (50)
6. There shall be available a TDD (Telecommunciation Device for the Deaf). (48)
7. There shall be an emergency warning system for persons with hearing impairments. (51)
8. There shall be brailled, cassette or large print layouts of the site available. (52)
9. Large print or braille menus shall be available.



VIII. NATIONAL CONFERENCES/MULTI-SITE CONFERENCES

The following guidelines shall be followed when presenting large conferences or meetings. Reference shall be made for specific accessibility criteria as covered in the previous sections (I-VII). The information included below should help to better coordinate efforts and to insure that accessibility is an integral part of larger conferences.

Conference Headquarters:

When multiple site conferences are presented, the conference headquarters or convention center shall be located in an accessible facility.

This would include **access to all essential conference services** such as registration, information, membership services, etc.

Meetings, Presentations, and Other Official Conference Activities:

All meetings, seminars, presentations, banquets, and scheduled conference activities shall be located in accessible facilities. It would be permissible to schedule meetings or activities in different locations **provided that** all facilities are accessible and within reasonable distance of each other.

Large Gatherings:

If available facilities are not able to accommodate large sessions or banquets, then alternative arrangements could be made with other facilities (such as a Convention Center) **provided that** these facilities are accessible and that transportation is provided if considerable distance is involved.

Guest Room Accommodations:

A minimum of two (2) percent of the total number of guest rooms available (including all sites being utilized) shall meet minimum standards for accessibility.

CONFERENCE SITE SELECTION

Site Selection Committee:

At least one member of the Site Selection Committee should have had accessibility survey training.

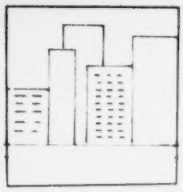
Site Selection Process:

Prior to making a commitment to a city, state, or regional area as a conference site, that city or state shall be responsible to survey potential conference sites. Surveys shall be done by persons trained for accessibility surveying. Completed survey forms should be submitted to the Site Selection Committee.

Selection Criteria:

Criteria to consider in identifying a specific conference site are diverse and will differ for individual conferences. Accessibility, however, is a basic criteria. Selection of any conference site shall include accessibility as an essential condition.

Primary emphasis shall be placed on identifying a conference site with as few accessibility problems as possible. It is recognized that few, if any, "ideal" situations exist for larger (1,000 to 4,000 persons and more) conferences. However, comparison of available options will enable the Selection Committee to determine the "best" site based on all information.



PRE-CONFERENCE ACTIVITIES

Program Committee:
At least one member of the Program Committee shall have been trained in accessibility surveying.

Pre-Conference Packet/Mailings:
Conference site map shall be included which clearly identifies:
-accessible lodging facilities
-meeting locations
-conference headquarters
-shortest/most accessible routes
-ground transportation information (if available).
Information shall also be supplied on attendant care resources (if arranged for).

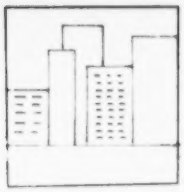
Registration Materials:
Included with conference registration materials shall be a questionnaire or survey form requesting information on any special needs of conference participants. Information shall be obtained regarding:
-mobility limitations/needs
-attendant care needs (if arranged for)
-communication needs (interpreter services, etc.)
-other.

CONFERENCE PROGRAM

Information Center:
A centrally located Information Center shall be provided which will be staffed during all scheduled conference hours. Staff at the Information Center shall be aware of accessibility requirements and special accommodations which are available for conference participants.

Signage:
All conference facilities shall have appropriate signage indicating locations of registration, meetings, restrooms, information desk, and so forth.

Accessible Speakers' Platforms:
Any raised platforms shall be ramp or lift equipped. Ramping shall be according to specifications noted in III INTERIOR CIRCULATION.



SPECIAL ACCOMMODATIONS

Individuals with certain disabilities may present some unique accessibility and utilization challenges. It is not recommended to "categorize" persons; however, there are accommodations that will normally have to be made for persons with certain disabilities.

The following information outlines some of the accommodations that would be necessary for some of these persons. This listing is not intended to be inclusive of all persons needing special accommodations, but it should provide a basic awareness of the types of changes and/or modifications which enable all persons to participate fully in conference and meeting activities.

Visual Impairments:

There are few permanent architectural modifications that need to be made for visually impaired persons. Existence of items such as tactile markings, special lighting, etc., are more for safety and/or convenience and do not relate directly to the structural nature of the facility. A building modified for accessibility of persons with mobility limitations will meet general accessibility for visually impaired persons **provided that** individuals are afforded the opportunity to function independently. The following are considerations which specifically address that intent:

1. **Elevators** -- See III. INTERIOR CIRCULATION, p.8. Minimum Considerations (4)
2. **Doors** -- See III. INTERIOR CIRCULATION, p.12. Preferred Feature (5)
3. **Head Room** -- Minimum: Walks, halls, corridors, passageways, aisles, or other circulatory spaces shall have a **minimum** of 80 inches clear headroom.
4. **Protruding Objects** -- Objects projecting from walls, such as telephones, shelves, etc., which are mounted wit the lower edge between 27 inches and 80 inches above the finished floor **shall not** protrude more than four inches.

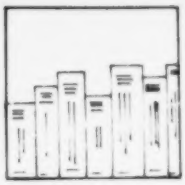
   Objects mounted on posts or pylons may overhang 12 inches maximum from 27 to 80 inches above the finished floor.
5. **Other** -- Reader services and informational services shall be available for conference proceedings. Braille and/or tape material of conference proceedings shall be made available.

Hearing Impairments:

Special needs of persons with hearing impairments are also usually not related to building structure but are considerations integral to planning functions of the Program Committee. A number of the preferred features in Sections I to VII provide suggestions, and the following are additional points to be addressed:

1. **Telephones** -- The Program Committee shall determine whether or not the telephone systems in conference hotels/motels and meeting sites are compatible with hearing aids and shall make that information known in pre-conference registration material.
2. **Tele-communication devices for the deaf** -- All hotels/motels designated for use by conference participants shall have a TDD available for use by guests upon request. The same shall apply to the main conference site if not located in one of the hotels/motels. Appropriate training shall be provided to staff to allow for incoming calls for guests and conference participants.
3. **Interpreter service** -- Interpreters for persons with hearing impairments shall be available for all conference sessions. If needed, dark backdrops shall be provided for interpreters in conference workshops and other meetings where physical distractions exist.

   In all sessions, there shall be a place for an interpreter to stand in clear view of the audience. In large sessions, a special seating section shall be designed for use by persons who will be watching the interpreter.



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- Easter Seal Society of Wisconsin
- National Spinal Cord Injury Foundation - WI Chapter

The NRA Board of Directors wishes to acknowledge the contribution of the Wisconsin Chapter's Accessibility Committee who developed the criteria and training manual for use in Wisconsin. It was revised by the NRA Commission on Consumer Relationships and Environmental Concerns and Council on Consumer Members and with very minimal revision was adopted by the NRA Board in September, 1981. The Wisconsin Accessibility Committee was the recipient of the 1980 NRA National Citation for their significant contribution toward the enrichment of the lives of persons with disabilities.

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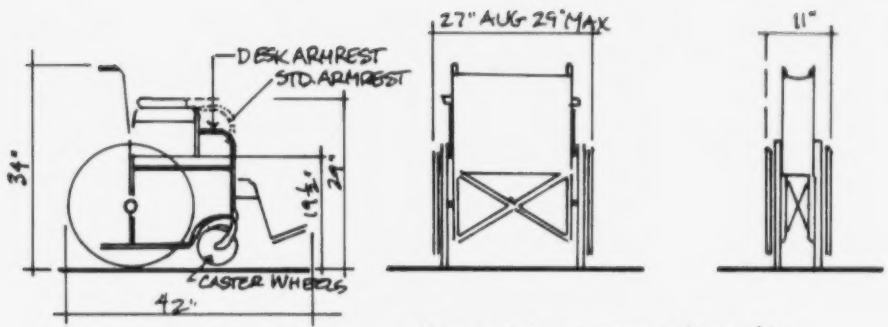
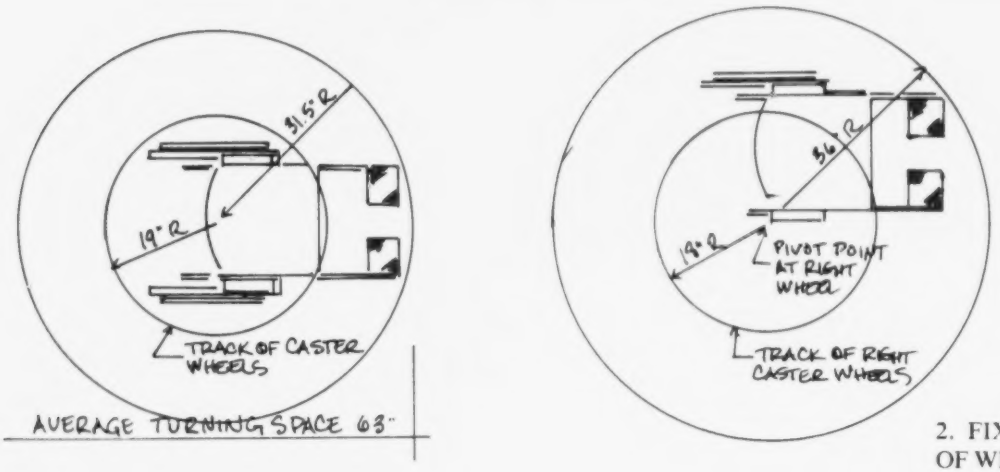
APPENDIX SECTION

APPENDIX A: Design Specifications



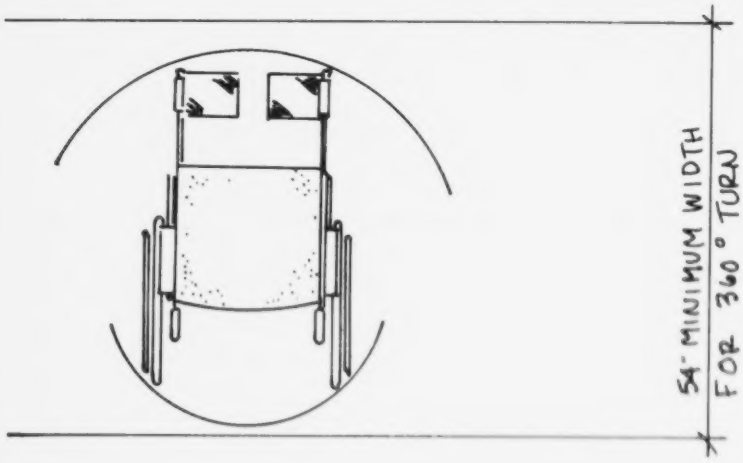
WHEELCHAIR DIMENSIONS

1. WHEELCHAIR SPECIFICATIONS: The most common type of wheelchair used by non-ambulant persons outdoors is the collapsible tubular metal chair with plastic or nylon upholstery for seats and backs. To suit needs of various disabilities these are available with numerous attachments and removable parts such as leg rests, arm rests, tilt up leg rests, tilting back rests, etc. The standard basic chair is illustrated on this page.

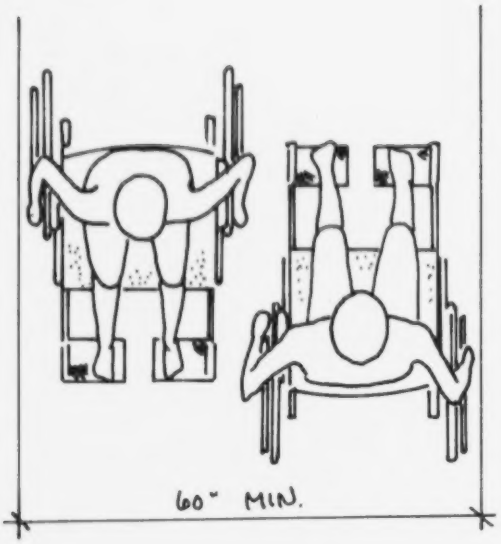


2. FIXED TURNING RADIUS OF WHEELCHAIRS: (a) The fixed turning radius of wheelchairs, wheel to wheel, when pivoting on a spot is 18", i.e., distance from pivot spot to track of caster wheel.

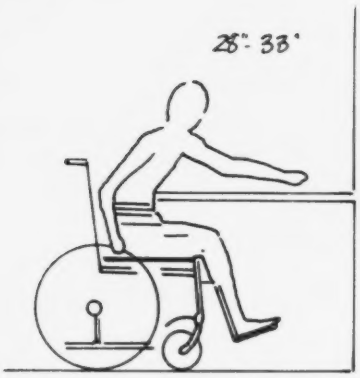
The turning radius of wheelchairs from pivot point at center of chair to formost projection of the footrests is approximately 31.5".

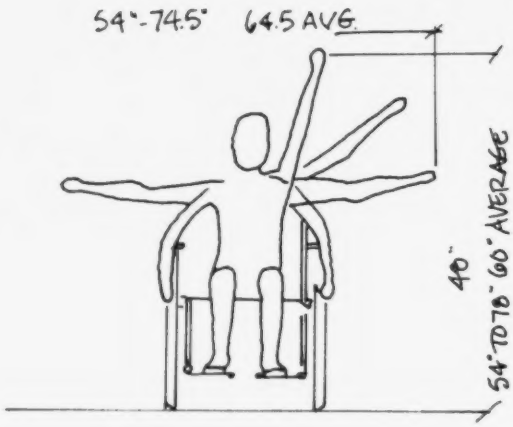


(b) The fixed turning radius from pivot point at right rear wheel to left front footrest, or from left rear wheel pivot point to right front footrest is 36". The average turning space required is 63" x 63".



(c) A minimum width of 60" is required for two individuals in wheelchairs to pass each other.





3. The individual functioning in a wheelchair.

(a) The average unilateral vertical reach is 60"

(b) The average horizontal working reach is 30.8"

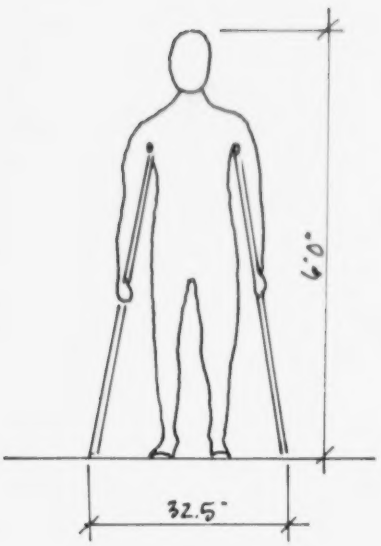
(c) The bilateral horizontal reach (both arms extended to side shoulder high) averages 64.5"

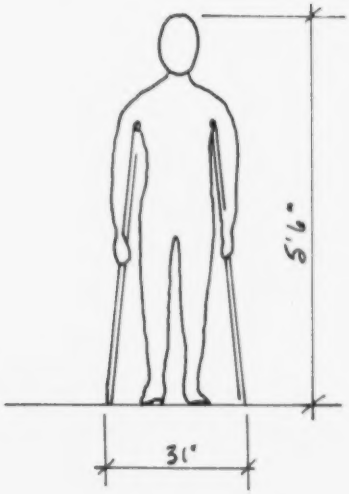
(d) The diagonal reach, as for wall mounted phone, is 48" from the floor.

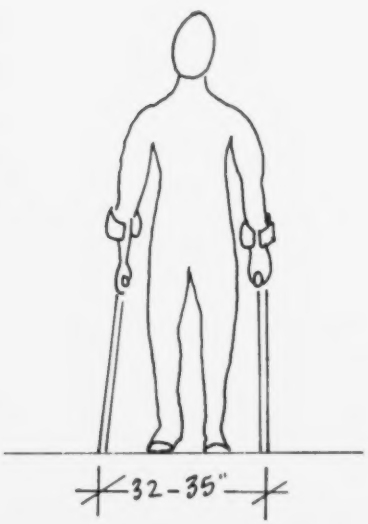
4. The individual functioning on crutches and walkers.

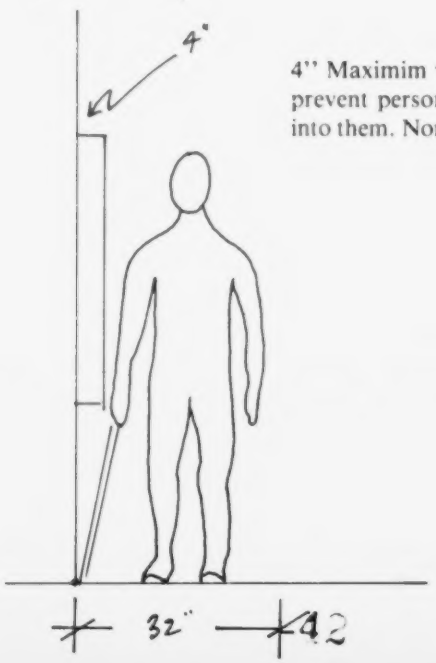
(a) Individuals 5'6" tall require 31" between crutch tips.

(b) Individuals 6'0" tall require 32.5" between crutch tips.









4" Maximim width of hanging objects to prevent persons using cane from walking into them. Normal cane sweep is 32 inches.

BUILDING ACCESS SURVEY FORM
Conference, Meeting and Lodging Facilities

Name of Building:_____ Date:_____

Address: _____

_____ Zip Code:_____

Contact Person:_____ Telephone: ( )_____

Type of Facility:_____

Surveyor(s): _____ Telephone: ( ) _____

_____ ( ) _____

Indicate the total number of different facilities in the ( ) and check the box to indicate the location. If a specific type of facility was not present, mark a zero in the ( ).

1. Parking lots ( )
   - ☐ Main
   - ☐ Guestrooms

2. Entrance(s) ( )
   - ☐ Lobby
   - ☐ Guestroom

3. Public Restroom(s) (M) (W)

4. Guestroom(s) ( )
   - ☐ Regular
   - ☐ Accessible

5. Number of Buildings ( )
   Describe: _____

   _____

6. Meeting Rooms ( )
   Have you included:
   - ☐ Hotel Layout
   - ☐ Room Floor Plans
   - ☐ Program Planner

Complete this form by circling YES, NO, NA when applicable and providing additional information when necessary. Sketches/diagrams should be included for clarification of bathrooms, entrances, room layouts and other situations that present questionable accommodations. If floor plans are available, sketches may be made directly on this plan identifying the location of accessible entrances, bathrooms and guestrooms surveyed. If more than one entrance, bathroom or guestroom was surveyed, complete a separate form for each. Be sure to identify the area on the additional form and circle its location on the floor plan. Whenever more than one piece of information is requested, circle the descriptor which applies. For example, question #2 asks for (level), (ramped) or (paved walkway). If the facility had a level entrance then (level) should be circled (level) to indicate what type of entrance is present.

PLEASE RESPOND TO ALL SURVEY QUESTIONS

I. PARKING/WALKWAYS

(Location: _____)

1. Is an **offstreet** parking area available adjacent to the building? Yes No NA

   A. Type: Public or Private

   If adjacent offstreet parking is not available, identify and give location and distance of nearest, most convenient parking area._____

   _____

   _____

2. Is there a (level), (ramped), or (paved walkway) with necessary curb cuts from parking area? Yes No NA

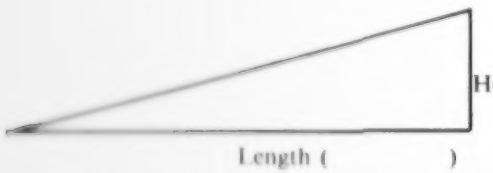
   A. If exterior ramp is utilized, where is it in relationship to primary entrance?_____

   _____

   _____

   B. If exterior ramp is utilized, is the slope 1:12 (5°) or less? Yes No NA

   Indicate height and overall length/degree of incline of the ramp(s).



   C. Are handrails provided on at least one side? Yes No NA

   D. Indicate amount of cross slope, if any, on ramp(s)_____

3. Are there other (level), (ramped), or (paved walkways) from parking areas to accessible entrances? Yes No

   If so, where are they located?_____

4. Are any parking spaces posted for handicapped use? Yes No NA

   A. If yes, how many spaces and how wide are they?_____

   B. Are loading/unloading strips present? Yes No NA

   C. Are designated spaces appropriately identified with **upright** signs and wording required by state law? Yes No NA

   D. Where is designated parking in relationship to accessible entrance?_____

II. ENTRANCES

(Location: _____)

5. Is there at least one primary entrance on ground (level) or with a (ramped) approach? Yes No

   A. Is the ramp, if used, 1:12 or less? Yes No NA

   Height ( ) Length ( ) Degrees ( )

   B. Indicate amount of cross slope, if any, on ramp(s)_____

   C. Is handrail present on at least one side of ramp(s) 1:12? Yes No NA
   D. Is the ramp of **permanent** construction? Yes No NA

6. Is the **primary** entrance unlocked at all times? Yes No NA

7. What is the width of the entrance door in inches?_____

   A. If double doors, how wide is each door?_____

   B. Are there doors in a series? Yes No

      If yes, how far apart are the doors?_____

   C. Is the height of the threshold ½" or less? Yes No
      If no, how high is the threshold? _____

   D. Does the **primary entrance** contain a (revolving door) or (turnstile)? Yes No NA

      If yes, is there a usable door at the same location? Yes No NA

8. What pressure pull is required to open the primary door(s)?_____

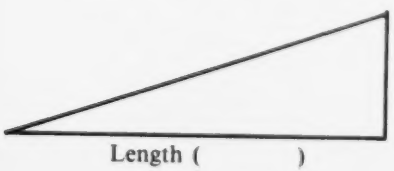
   Identify door and indicate pull in pounds:_____

   _____

9. Is the symbol of accessibility used to designate barrier free entrances? Yes No NA

10. Is a (level) or (ramped) passenger loading/unloading zone immediately adjacent to the primary handicapped entrance? Yes No

    A. Is the ramp, if used, 1:12 or less? Yes No NA



Height ( )

Length ( )

Degrees ( )

III. INTERIOR CIRCULATION

11. Are there any steps between essential areas of the building not connected by permanent ramps or served by elevator? Yes No

A. If yes, what areas:_____

_____

_____

_____

_____

B. Is floor covering (carpet) of close weave and a minimum thickness? Yes No

12. Is there more than one floor? Yes No

13. Is there elevator service to **commonly** used floors? Yes No NA

A. Is the elevator self-leveling? Yes No NA

B. What is the height of the top button in the elevator in inches? _____

C. Is an adaptive device (wand) available to reach buttons over 60" high? Yes No NA

D. What type of controls are used? Describe _____

_____

_____

E. Are (permanent), (verticle), (braille), or (enlarged) numerals used to designate floor markings? Yes No

1) On the interior elevator panel? Yes No

2) Outside the door on each floor? Yes No

F. Draw a diagram of the elevator car showing inside dimensions (length and width), location of elevator door, and panel, and clear opening width of elevator door.

14. Are there any commonly used interior doors (not including guest rooms with less than 32" of clear, useable opening? (Measure each door separately.)

A. If yes, where are these doors located and what is their clear opening width in inches? _____

_____

B. Does any interior door require more than eight (8) pounds pressure (pull) to open? Yes No

If yes, indicate location and poundage: _____

_____

C. Are knurled knobs used to provide warning of hazardous areas for persons who are blind/visually impaired Yes No

D. Does any interior doorway have a threshold over ½" Yes No

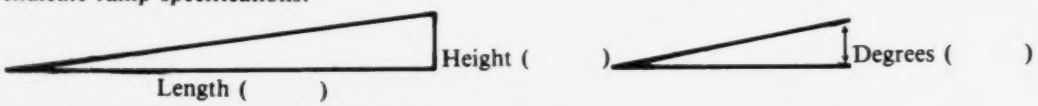
If yes, indicate location _____

15. If interior ramps are utilized, is the slope 1:8 or less and **permanently** constructed? Yes No

A. If no, describe _____

_____

Indicate ramp specifications:



B. Does the ramp(s) have non-slip surface? Yes No NA

C. Is handrail present on at least one side? Yes No NA

D. Is there a 5' level platform on either side of a doorway which is ramped? Yes No NA

E. Are stairs constructed with vertical or slanted risers Yes No NA

16. If phones are provided for public use, what is the highest working part? (Example - coin / credit card slot)

_____

A. Public phone _____

B. House phone _____

C. Is an amplifier provided for the hearing impaired? Yes No NA

D. Is a (lighted), (enlarged) dial provided for the visually impaired Yes No NA

17. If water fountains are provided, is one mounted with its spout at 36" or less from the floor? Yes No

18. Are (raised), (recessed), or (braille) numerals proved on rooms? Yes No NA

A. Are existing numbers in (contrasting colors) in (plain block lettering)? Yes No

19. Is there a building directory available? Yes No

IV. PUBLIC REST ROOMS

		Men		Women	
20.	Are there toilet rooms and/or stalls specifically designed to be accessible?	Yes	No	Yes	No
21.	Are there any steps or obstructions leading to the toilet rooms?	Yes	No	Yes	No

If yes, describe: _____

_____

22. What is the clear opening width of the entrance door in inches? _____ _____

A. Are there doors in a series? Yes No Yes No

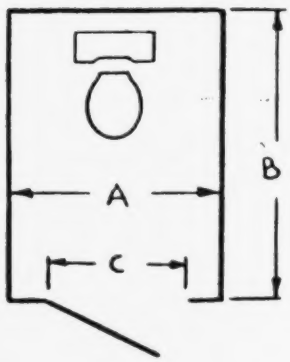
B. If so, how far apart are they? _____ _____

C. If a 90 degree turn is required in the entrance, what is the corridor width in inches? _____

23. What pressure (pull in pounds) is required to open door(s)? _____ _____

24. Is there at least one place in the toilet room that provides a full five foot diameter open floor space? Yes No Yes No

25. If stalls are provided, what are the dimensions of the largest compartment?



A. Stall width _____ _____

B. Stall depth _____ _____

C. Door width (clear opening) _____ _____

26. Does the door on the compartment swing out? Yes No Yes No

27. Do any dispensers impede wheelchair access into toilet compartments? Yes No Yes No

If yes, describe: _____

_____

28. Are grab bars provided? Yes No Yes No

If yes, illustrate/describe **where** they are located and **how** they are mounted?

Men_____

_____

Women_____

_____

29. Does the toilet stall arrangement allow for both front and side transfers? Yes No Yes No

If no, which type of transfer is provided?_____

A. Are self-rising toilet seats used? Yes No Yes No

B. Can a person in a wheelchair approach urinal without encountering obstacles? Yes No Yes No

C. What is height to rim of urinal? _____

30. What is the working height (inches) of the following items?

Towels	_____	_____
Soap	_____	_____
Napkins		_____
Mirrors	_____	_____
Other_____	_____	_____

A. Are any units recessed into the wall? Yes No Yes No

If yes, describe: _____

_____

31. Do appropriate signs identify accessible toilet facilities? Yes No Yes No

A. Are toilet facilities conveniently located adjacent to meeting and/or eating areas? Yes No Yes No

B. Is signage provided indicating the location of accessible restrooms? Yes No Yes No

V. MEETING ROOMS/CONFERENCE FACILITIES

32. Are all meeting rooms on (ground level) or served by an (elevator) or (ramp)? Yes No

A. Is the doorway to the meeting rooms at least 32"? Yes No

B. Are there any steps leading into the meeting rooms? Yes No

C. If any meeting rooms are not accessible, where are they located? What are they used for? What is the problem?

_____

_____

_____

D. Is there an exhibit area on (ground level) or served by an (elevator) or (ramp)? Yes No

E. If exhibit area is not accessible, could it be made temporarily accessible? Yes No

If yes, describe: _____

_____

33. Are meeting rooms equipped with a sound system with individual microphones (traveling mikes)? Yes No

34. Can furniture be rearranged to make the room more accessible? Yes No

A. If fixed or moveable tables are available, what is the clearance (inches) to the table or apron, whichever is lower? _____

VI. GUEST ROOMS
(GENERAL)

35. How many total number of guest rooms are there? _____

A. Are there any guest rooms specifically designed for persons with disabilities (wider doors, grab bars, lowered fixtures, etc.)? Yes No NA

If yes, how many, and where are they located? _____

_____

B. Can guest rooms be assigned adjacent to the lobby or elevator? Yes No NA

C. Are at least 2% of the guest rooms designed for the handicapped? Yes No NA

D. What is the width (clear opening with door open) of the entrance door to the majority of the general guest rooms? _____

E. What is the width (clear opening with door open) of the door to the bathroom in the majority of the general guest rooms ? _____

VI. GUEST ROOMS
(ACCESSIBLE)

Room Number(s)_____

NOTE: Complete this section for each differently laid out designated accessible guest room. If there are **no** *designated guest rooms, complete this section for* **each** *differently laid out general guest room.*

36. How many total number of accessible guest rooms are there?_____

A. What is the width (clear opening with door open) of the **entrance door** to the accessible guest room(s)?_____

B. What is the width (clear opening with door open) of the door to the **bathroom)** in the accessible guest room(s)?_____

C. Does the guest room allow sufficient turning space (5'0" diameter preferred) for a wheelchair to move about? Yes No NA

Describe if necessary:_____

37. What is the height of the following fixtures?

_____	Air conditioner	_____	Coat rack
_____	Light switch	_____	Maid call
_____	Television	_____	Message light
_____	Heat control	_____	Other
_____	Door lock		

A. Does the furniture block access to any of these fixtures? Yes No NA

If yes, describe:_____

_____

38. Is the telephone in most guest rooms accessible to a person in a wheelchair? Yes No NA

Describe location:_____

A. If between beds, how far apart are beds?_____

B. Is there a visual indicator (flashing light) on telephone?_____

C. Are the telephones equipped with an amplifier for hearing impaired persons? Yes No NA

39. Does the bathroom have sufficient floor space for a wheelchair to reach all facilities? Yes No NA

If yes, describe:_____

_____

A. Does door open out? Yes No

B. Are there grab bars adjacent to toilet stool? Yes No

Where are they located? (Describe giving height, length, etc.) _____

_____

C. Do grab bars restrict approach to (tub), (stool) or (sink)? Yes No

If yes, describe _____

_____

D. Draw a top view diagram of the bathroom -- showing dimensions of the room, location of fixtures (tub, toilet stool and grab bars, sink, door, etc.) and space **between** fixtures. If there is more than one bathroom design for accessible guest rooms, provide a diagram for each bathroom design.

40. Is all faucet hardware of the single handle or "blade" type design? Yes No

A. Do showers have grab bars, hose mounted, detachable shower heads, and folding seats with grab bar supports? Yes No

B. Do tub facilities have grab bar supports and hose mounted detachable shower heads? Yes No

41. What is the height of the following fixtures?

_____ Towel rack _____ Light switch

_____ Lower edge of mirror _____ Lower edge of vanity

A. Does tub have curtain rather than sliding doors? Yes No

VII. ADDITIONAL FACTORS

42. **Is the management willing to make minor** modifications such as reversing door, removing molding, rearranging furniture, ramping of speaker's platform, etc.? Yes No

43. If other modifications are necessary, is the managemant willing to make permanent changes? (Such as installing a ramp, making a curb cut, or replacing doors) Yes No

44. Is it possible to reserve the most accessible guest rooms for physically disabled persons (by phoning ahead)? Yes No

45. Is the facility served by public transportation? Yes No

If yes, explain (type/nature):_____

46. What services are available?

	Available		Accessible	
A. Food Service	Yes	No	Yes	No
B. Bar/Entertainment	Yes	No	Yes	No
C. Recreation	Yes	No	Yes	No

47. Is the facility equipped with a telephone typewritter (TDD) for the telephone purposes of the deaf? Yes No

48. Is lighting fluorescent? Yes No

49. Are rheostats present in rooms so lighting can be adjusted? Yes No

50. Is an emergency warning system available for the deaf? Yes No

51. Are (braille) (cassette) or (large print) layouts of the site available? Yes No

52. Other Comments:_____

HAVE YOU ANSWERED ALL QUESTIONS?